



CUYAHOGA COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES' MEETING

Tuesday, April 30, 2019 / 6:00 p.m.

Administrative Offices / 2111 Snow Road, Parma

cuyahogalibrary.org

**CUYAHOGA COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING AGENDA
30 April 2019
ADMINISTRATIVE BUILDING AUDITORIUM
6:00 p.m.**

| TOPIC | TAB# | PAGE# | MOTION |
|--|-------------|-------------------------------------|---|
| 1. Call to Order: Patricia Shlonsky, President | | | ROLL-CALL |
| 2. Approval of Minutes: March 12, 2019 Special Board Meeting | 1 | 1-2 | ACTION |
| 3. Approval of Minutes: March 26, 2019 Board Meeting | 1 | 3-7 | ACTION |
| 4. Retiree Recognition | 1 | 8-9 | INFORMATION |
| 5. Public Comment | | | INFORMATION |
| 6. Report of the Board President | | | INFORMATION |
| 7. Report of the Executive Director – George Sample, Human Resources Director – Diversity & Inclusion Update | 2 | 10-19 | INFORMATION |
| 8. Report of the CCPL Foundation Board Liaison | | | INFORMATION |
| 9. Human Resources Report | 3 | 20-26 | ACTION |
| 10. Finance Committee Report: <ul style="list-style-type: none"> • Financial Statement Review – Fiscal 2019 – March • Investments: Fiscal 2019 – March • Purchase Approval List • Gift Report | 4 | 27-28 29-33 34 35-36 37 | INFORMATION ROLL-CALL ACTION ACTION |
| 11. New Business <ul style="list-style-type: none"> • Resolution to Amend Official Certificate of Estimated Resources and Amend Appropriations • Resolution to Approve Public Library Fund Allocation 2018-2021 • Resolution to Negotiate a Construction Management at Risk Agreement in Connection with the New Construction of the Bay Village Library • Executive Session <ul style="list-style-type: none"> ○ Certain Personnel Matters Pertaining to the employment of a public official or employee pursuant to Ohio Revised Code section 121.22 (G)(1). • | 5 | 38 39-44 45-46 | ROLL-CALL ROLL-CALL ACTION ROLL-CALL |
| 12. Reconvene from Executive Session | | | ROLL-CALL |
| 13. Adjourn | | | ACTION |

**CUYAHOGA COUNTY PUBLIC LIBRARY
SPECIAL BOARD OF TRUSTEES MEETING
MINUTES
12 March 2019**

The March 12, 2019 Special Meeting of the Cuyahoga County Public Library Board of Trustees was held at the Cuyahoga County Public Library Administration Building Auditorium, 2111 Snow Road, Parma, Ohio. With a quorum of six (6) Board members present, President Shlonsky called the meeting to order at 4:08 p.m.

Roll-Call: **Present:** Edward H. Blakemore; Dean E. DePiero; William J. Leonard; Patricia A. Shlonsky; Maria L. Spangler; Robert W. Varley – **6.**

Absent: - **0.**

Vacant: - **1.**

Also present: Executive Director Sari Feldman; Deputy Director Tracy Strobel; Operations Director and Fiscal Officer Scott Morgan; Communications & External Relations Director Hallie Rich; Human Resources Director George Sample; Assistant Marketing & Communications Director Rob Rua; Literacy and Learning Division Director Pamela Jankowski; Branch Services Director- West Caroline Vicchiarelli; Facilities Director Jeff Mori; IT Director Jim Haprian; Technical Services Director Daniel Barden Assistant Development Director Meghann Marnecheck; Union Representatives, and other interested observers.

Nominating Committee

Trustee Blakemore stated on behalf of the Nominating Committee both he and Trustee Leonard would like to nominate Trustee Dean DePiero to serve out the remaining portion of our former colleague Trustee Hajar tenure as Cuyahoga County Public Library (CCPL) Board Secretary.

President Shlonsky stated the official vote for Secretary will be at the March 26, 2019 Board meeting.

President Shlonsky congratulated Executive Director Feldman on her retirement August 2, 2019. We are very appreciative of everything you have done for the library and everything you will do over the next few months.

President Shlonsky stated with regards to Executive Director Feldman's announcement she has contacted June Garcia, Library Consultant, to support our Library Director search. A copy of the proposal was distributed to the Board. President Shlonsky asked the Board to approve June Garcia's proposal to enter into a contract with June Garcia LLC based on that proposal.

Executive Director Feldman commented when we look at qualifications June Garcia would be the most qualified consultant to lead a Library Director search among consultants in the nation.

SP3/2019-1

Trustee Spangler moved approval, seconded by Trustee Blakemore. Seeing no discussion, the Board members present approved June Garcia's proposal to enter into a contract with June Garcia LLC based on that proposal.

Trustee Varley asked is it our intent to have a Library Director on board before Executive Director Feldman leave?

President Shlonsky stated yes, it is our intent to have a Library Director in place before Executive Director Feldman leaves.

President Shlonsky stated she did create a Library Director Search Committee that includes; herself, Trustee Varley and Trustee Spangler but all Board members will be involved in the process.

Trustee Varley asked if Board members are approached and asked questions regarding Executive Director Feldman's announcement should they direct them to Director Rich?

President Shlonsky stated yes.

Director Rich mentioned that following today's meeting, we will be sending out a press release about Executive Director Feldman's announcement and noting the action the Board is taking today at this Special Meeting.

Motion to Adjourn

Seeing no other business under consideration for vote, President Shlonsky asked for a motion to adjourn the meeting.

SP3/2019/2

Upon motion of Trustee Leonard, seconded by Trustee Varley, the March 12, 2019 Special Meeting of the Cuyahoga County Public Library adjourned at 4:14 pm.

Approved 30 April 2019

X _____
Patricia A. Shlonsky
President

X _____
Dean E. DePiero
Secretary

**CUYAHOGA COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
MINUTES
26 March 2019**

The March 26, 2019 meeting of the Cuyahoga County Public Library Board of Trustees was held at the Cuyahoga County Public Library Administration Building Auditorium, 2111 Snow Road, Parma, Ohio. With a quorum of four (4) Board members present, President Shlonsky called the meeting to order at 6:01 p.m.

Roll-Call: **Present:** William J. Leonard; Patricia A. Shlonsky; Maria L. Spangler; Robert W. Varley – 4.

Absent: Edward H. Blakemore, Dean E. DePiero –2
Vacant: -1

Also present: Executive Director Sari Feldman; Operations Director and Fiscal Officer Scott Morgan; Communications and External Relations Director Hallie Rich; Assistant Finance Director Robert Dolan; Facilities Director Jeff Mori; Branch Services Director - East Enda Bracken; Branch Services Director - West Caroline Vicchiarelli; IT Director Jim Haprian; Technical Services Director Daniel Barden; Assistant Development Director Meghann Marnecheck; and other interested observers.

President Shlonsky requested a motion to approve an amendment to the agenda. The first item under new business resolution to approve Public Library Fund (PLF) Allocation 2018-2021 was removed.

01-03/2019

Trustee Varley moved to approve, the amendment to the agenda, seconded by Trustee Leonard. Seeing no discussion, the amendment to the agenda was approved by unanimous vote of the Board members present.

President Shlonsky appointed Trustee Spangler as acting Secretary for the meeting.

Election of Officer

President Shlonsky stated on behalf of the Nominating Committee, Trustee Blakemore presented a nomination for Secretary to serve out the remaining term of our former colleague Trustee Hjar as CCPL Board Secretary for 2019. The nomination was also shared with the trustees at the March 12, 2019 Special Board Meeting. President Shlonsky asked if there were other nominations from the floor. Seeing none, President Shlonsky asked for a motion to approve the nomination of officer as follows:

Secretary: Dean E. DePiero

02-03/2019

Trustee Spangler moved approval, seconded by Trustee Varley. Seeing no discussion or other nominations from the floor, the above nomination for Secretary was approved as presented by unanimous vote of Board members present.

Approval of Minutes:

President Shlonsky asked for a motion to approve the minutes of the February 26, 2019 Board meeting that were sent to the Board members in advance of this meeting.

03-03/2019

Trustee Leonard moved to approve the minutes, seconded by Trustee Varley. Seeing no corrections, omissions or additions, the minutes of the February 26, 2019 Board Meeting were approved by unanimous vote of the Board members present.

President Shlonsky requested a motion to amend the March 12, 2019 Special Board Meeting minutes. She stated at that meeting we approved June Garcia's proposal to enter into a contract with June Garcia LLC based on that proposal.

04-03/2019

Trustee Leonard moved to approve, the amendment to the March 12, 2019 Special Board Meeting minutes, seconded by Trustee Varley. Seeing no discussion, the amendment to the Special Board Meeting minutes was approved by unanimous vote of the Board members present.

Retiree Recognition:

President Shlonsky recognized and thanked Melanie Hack, Kay Martin and Pamela Pohorence for their many years of service to Cuyahoga County Public Library (CCPL) and wished them the best on their retirement. None were present at the meeting. **(See pages 91-92)**

Public Comment:

There was no public comment.

Report of the Board President:

President Shlonsky stated after the CCPL Special Board Meeting we did enter into a contract with June Garcia to support us with the Executive Director search. President Shlonsky did have a preliminary meeting with June and the process is starting. She stated all staff have been invited to meet with June Garcia for various sessions starting Monday, April 1st, and as things occur, we will report them at the Board meetings.

Report of the Executive Director:

Executive Director Feldman mentioned why the resolution to approve Public Library Fund Allocation 2018-2021 was on the agenda. The nine library systems came to an agreement in 2018 to have an agreement about the Public Library Fund (PLF). CCPL Board did not vote on this agreement and it should be retroactively voted on. Since we do not have a quorum of five people this evening to vote on the agreement, we will have to present it in April.

Executive Director Feldman congratulated Kimberly Dressel, Administrative Manager, who received another letter of recognition as part of the annual certification for passports. She does an amazing job and we are glad the US Department of State National Passport Center continually recognizes that.

Executive Director Feldman congratulated Julie Liedtke. She was the Orange, Branch Manager, and has just moved to the Solon Branch as Manager. Ms. Liedtke was recognized by the Ohio School Public Relations Association and is receiving the Friend of Education Award for her work at the Orange Branch. We are very happy for Ms. Liedtke to receive that recognition.

Executive Director Feldman recognized Megan Barrett, Information & Technology Literacy Specialist, and Rebecca Ranallo, Information & Technology Literacy Manager. They had a book published titled *Cultivating Connected Learning: Library Programs for Youth*. We are happy for them and congratulations on their publication.

Executive Director Feldman introduced Jeffery Mori, Facilities Director to present on how we collect data from our facilities division and how we use that data.

Director Mori stated the facilities data from our computerized maintenance management system, Dude Solutions, shows our facilities are properly and the CCPL Facilities team is performing at a very high level. The current facilities condition index (FCI) shows our facilities overall are in good condition and well maintained. We are working with Dude Solutions to create a more specific peer group for "apples to apples" comparisons and better networking. Our focus for the future: increasing planned maintenance activities and increasing connectivity/integration among building systems. This will help ensure our facilities are sustainable and flexible for whatever the future needs of CCPL may be.

Director Mori thanked the Board, Executive Director Feldman, Deputy Strobel and Director Morgan for recognizing the importance of the facilities division. He also thanked the facilities staff for their knowledge and investment into the library.

Report of the CCPL Foundation Board Liaison:

Executive Director Feldman mentioned the Indulge event have been renamed Nourish. It is extremely successful, and the committee plans to move the event to Spring, 2020. We outgrew our space at Spice Acres farm and the sponsorship for Nourish compete and conflict with the sponsorship management of the golf outing.

Human Resources Report:

Director Morgan gave the HR report in the absence of Director Sample, Human Resources Director. He mentioned that our payroll administrator retired, and a new person will start on April 8th. Assistant Finance Director Dolan is currently our payroll administrator.

05-03/2019

Trustee Varley moved approval, seconded by Trustee Leonard. Seeing no discussion, the Human Resources Report dated March 26, 2019, was approved as presented by unanimous vote of the Board members present. **(See pages 93-99)**

Finance Committee Report:

Finance Committee Chair Leonard reminded us that the Finance Committee met prior to the Board meeting, and Director Morgan gave an in-depth review of the financials.

Director Morgan gave highlights from the Finance report. He stated in general property taxes the advance we received in February brought us close to 50% of what we anticipate for the year.

Director Morgan stated in the Public Library Fund (PLF) distribution for this month was again smaller than anticipated. Last year we started the year with smaller distributions than expected and as the year progressed, we received what we had budgeted. He stated we will monitor this account closely.

Director Morgan stated patron fines and fees are currently exceeding our estimates. He stated the largest increase continues to be in the area of passports due to the \$10.00 increase in passport processing fees. He stated we are processing more passports than in the years past.

Director Morgan stated in general expenditures, there are no negative indicators. Salaries and benefits we are well within budget and where we should be for the year.

(See under FINANCE)

Investments - February

Director Morgan stated we purchased three new investments for the month from Natixis NY, JP Morgan Securities, and Mufg Bank Ltd. The rates on those are from 2.68% to 2.73%, we are seeing decent returns and better returns on commercial paper, and we are maximizing our investment potential in those areas.

Director Morgan stated there was one transfer.

(See under FINANCE)

06-03/2019

Trustee Leonard moved approval, seconded by Trustee Varley. Seeing no additional discussion, the Investment Report Fiscal 2019 – February listing all Money Market Funds, Star Ohio Accounts, U.S. Treasury Investments, Certificates of Deposit and Agency Securities was approved as presented by roll-call vote.

(See Under FINANCE)

Roll-Call: **Yea:** William J. Leonard; Patricia A. Shlonsky; Maria L. Spangler; Robert W. Varley; – 4.

Nea: – 0.

Purchase Approval List

Director Morgan stated that the Purchase Approval List (PAL) was reviewed in depth at the Finance Committee Meeting. He highlighted Item #2 is the expenditure for the Executive Director search services and search expenses. Item #5 is to install new security offices at the Warrensville Heights Branch. Item #7 he mentioned the public survey of registered voters and that we plan to conduct 400 telephone interviews from within our service area.

Director Mori mentioned on the November 2018 PAL was a blanket purchase order for 2019 Lawn and Grounds for \$125,000 at that time we did not have a contractor name associated with it due to the fact that we had just ended the relationship with Royal Landscape, because of performance and reliability issues. We did finish up the competitive bidding process for the contract and accepted a five-year bid from the Davey Tree Expert Co. He stated we just wanted to close the loop on that because we were able to negotiate with Davey Tree to the budgeted number of \$125,000.00 annually.

Director Morgan thanked Director Mori and those that worked closely with him on the search process for a new vendor. They did an excellent job and we will see a lot of landscaping improvements at our buildings.

07-03/2019

Trustee Varley moved approval of Purchase Approval List, seconded by Trustee Leonard. Seeing no additional discussion, the Purchase Approval List dated March 26, 2019, was approved as presented by unanimous vote of the Board members present. (**See pages 100-101**)

Gift Report

Director Morgan stated the report includes Friends Groups gifts for branch programming. We received two larger gifts one from the Brown and Kunze Foundation and the other from CCPL Foundation. We received a memorial gift and one gift as a thank you and appreciation for services received at the Berea Branch.

08-03/2019

Trustee Leonard moved approval, seconded by Trustee Varley. The gift report was approved by unanimous vote of the Board members present. (**See page 102**)

- **Resolution Authorizing the Library to Enter into an Easement Agreement with the Village of Mayfield**

Director Morgan stated this resolution is authorizing us to enter into an easement agreement with the Village of Mayfield for construction of a path that would connect through the library property and this would benefit both the village and the library, and we thought it valuable to bring it to the Board for approval.

09-03/2019

Trustee Leonard moved approval, seconded by Trustee Varley. Seeing no additional discussion, the Resolution Authorizing the Library to Enter into an Easement Agreement with the Village of Mayfield was approved by unanimous vote of the Board members present. (**See pages 103-108**)

- **Resolution To Amend the Cuyahoga County Public Library Borrowing Policy**

Executive Director Feldman spoke to this resolution to amend the CCPL borrowing policy. This is for a change in the circulation policy for lending digital content for Hoopla which offers access to streaming music, comic books, movies and television shows. These are pay per use circulations making it difficult to budget. Director Barden was able to negotiate a cap on the Hoopla expenditure for 2019 and 2020 with the caveat from Hoopla that we adjust the borrowing limit from 50 per month per customer to 30 per month per customer as a way of controlling cost. This resolution was brought to the Board at the March 12, 2019 Policy, Planning & External Relations Committee meeting.

10-03/2019

Trustee Leonard moved approval, seconded by Trustee Spangler. Seeing no additional discussion, the Resolution to amend the Cuyahoga County Public Library Borrowing Policy was approved by unanimous vote of the Board members present. **(See pages 109-113)**

Motion to Adjourn

Seeing no other business under consideration for vote, President Shlonsky asked for a motion to adjourn the meeting.

11-03/2019

Upon motion of Trustee Varley seconded by Trustee Spangler the March 26, 2019 meeting of the Cuyahoga County Public Library adjourned at 6:33 p.m.

Approved 30 April 2019

X _____
Patricia A. Shlonsky
President

X _____
Dean E. DePiero
Secretary

Resolution of Appreciation for Joyce Jones

- WHEREAS,** Joyce Jones has served with great loyalty as an employee of Cuyahoga County Public Library since her hire on December 2, 1991, as a Regional Magazine Clerk at the Parma Regional Branch; on July 3, 2006, her title was changed to Magazine Clerk; on September 21, 2009, she was reassigned to a Youth Literacy & Outreach Clerk in Youth Services, a position she held until her retirement on April 30, 2019; and,
- WHEREAS,** she demonstrated a superior work ethic and exemplary customer service, internally and externally; Judy Iacuzzi, Executive Director of the USA Toy Library Association, praised Joyce for graciously and tirelessly going the extra mile and this is true for everyone that Joyce assisted; and,
- WHEREAS,** she was organized, detailed and professional; whenever a solution was needed, Joyce would come up with one then generously share it with all the branches to save them time and effort; she went out of her way to encourage and assist her co-workers whenever possible; she worked with many administration departments to hone the current system for ordering, cataloging and processing bookable materials and toys and with branch staff on the floor toy survey for purchases; and,
- WHEREAS,** she brought a joyful, giving attitude to her work and interpersonal relationships – she started a staff knitting group and performed the Heimlich maneuver on a colleague; she exemplified hiring for excellence and the customers and staff of Cuyahoga County Public Library were truly blessed.

NOW, THEREFORE, BE IT RESOLVED that the Board of Library Trustees records its appreciation to Joyce Jones for all the years of service she has rendered to the Library and the public and extends to her all good wishes for a happy, healthy, and rewarding life.

Patricia A. Shlonsky, President
Board of Trustees
Cuyahoga County Public Library
Date: April 30, 2019

Resolution of Appreciation for Barbara Parnell

WHEREAS, Barbara Parnell has served with great loyalty as an employee of Cuyahoga County Public Library since her hire on April 18, 1994, as a Public Services Assistant I at the Maple Heights Regional Branch; her title was later changed to Branch Services Assistant I, a position she held until her retirement on May 3, 2019; and,

WHEREAS, she excelled at customer service and community outreach; Barbara enthusiastically promoted literacy in the community; she led the after-school Bookworms Book Club at JFK Elementary to help students succeed at the Third Grade Reading Guarantee; she was known as Miss P to all the kids who visited the library; kids came back to the branch every year to update her on their progress, even when they became adults; it was her sense of calm and genuine goodness that made all who entered the branch feel like they were entering their home away from home; and,

WHEREAS, she instilled the love of literacy and learning with her creative programs; she encouraged STEAM learning for children with fun programs and experiments; Barbara was never afraid to get messy or explode things; she is the creator of many educational “staircase exhibits” that are widely admired by both customers and staff; Barbara is known far and wide for her legendary Mother/Daughter Tea Parties, which created wonderful memories for generations of mothers, grandmothers, aunts and young girls; and,

WHEREAS, she reigned as the Pirate Queen of the High Library Seas and in doing so embodied the WE SERVE model to the fullest; her strong work ethic, love of service to helping others and pride in her work will live on for years to come.

NOW, THEREFORE, BE IT RESOLVED that the Board of Library Trustees records its appreciation to Barbara Parnell for all the years of service she has rendered to the Library and the public and extends to her all good wishes for a happy, healthy and rewarding life.

Patricia A. Shlonsky, President
Board of Trustees
Cuyahoga County Public Library
Date: April 30, 2019



EXECUTIVE DIRECTOR'S MESSAGE

Why Doctors and Librarians Make Great Partners

This year marks the 30th anniversary of Reach Out and Read, an organization that helps transform doctors and health care professionals into partners in literacy. Since its launch at Boston Medical Center in 1989, under the leadership of Robert Needlman and Barry Zuckerman, Reach Out and Read has been giving young children a foundation for success by donating books to pediatric care providers, reading aloud to kids in waiting rooms and teaching families about the benefits of reading together at home.

When my first daughter was born, I was told by well-meaning librarians to read to her. At the time, there was still little information out there about the benefits of early reading, and most libraries had yet to offer programs for babies and new mothers. So, in my own intentional, somewhat selfish way, I held my daughter, Meg, and read Ann Tyler's *The Accidental Tourist* aloud to us both. Why not? I wanted to hold my baby. And I wanted to read the Ann Tyler book. This scene made perfect sense to me!

I don't think Meg has any residual memories from the experience, but I am still sentimental about that quirky novel. There was plenty more to come, of course; I recited beloved Mother Goose nursery rhymes, and my husband consistently sang to our new baby. By the time we welcomed our second daughter, Bridget, there was growing evidence suggesting a relationship between reading to kids and early language development. And we were fortunate to raise two great readers.

It's now well documented that talking, singing and reading to your baby encourages brain development and lays the foundation for language skills. And with some 90% of young children seeing their pediatricians regularly, Reach Out and Read offers a tremendous opportunity to reinforce early literacy in a safe, nonthreatening way. Gifting books to children and families over a series of wellness visits gives physicians the opportunity to talk to new parents about this crucial part of their children's development. Meanwhile, volunteers in the waiting room read to families, modeling the dialogic reading methods most recommended to reinforce language development and school readiness.

Obviously, there's an important role for libraries in the Reach Out and Read program, too. "When Reach Out and Read doctors prescribe a visit to the local library for their young patients, a lifetime of family reading and learning begins," says Susan Hildreth, interim director at California's Sonoma County Library and current American Library Association treasurer, adding that libraries are especially effective partners, whether providing books, storytimes or reading activities in waiting rooms.

As Reach Out and Read celebrates its 30th anniversary this year, why not take this opportunity to reach out and see how you might help better support early childhood literacy efforts in your community?

– Excerpted from *Publishers Weekly*, April 12, 2019. Read the full article at <http://bit.ly/2V9AKfr>.

Regards,

Sari Feldman

Executive Director

SYSTEM HIGHLIGHTS

Facebook Fans: 29,150

Twitter Followers: 9,883

Instagram Followers: 2,919

Excited about upcoming author events at @CuyahogaLib – just got tickets to see MythBuster’s @donttrythis, and also @pronounced_ing! WOOT

@RhondaMerwarth, via Twitter

Looking for #goals? Look to @Sari_Feldman’s prominent 16-year tenure as the executive director of the @CuyahogaLib system. Not only has she modernized the system but did it during the #GreatRecession.

@literacycoop, via Twitter

Thank you @CuyahogaLib for bringing in @HarlanCoben #happydance

@SuzJay11, via Twitter

I’m more than excited every day that National Poetry Month approaches. I’m more than overwhelmed to be part of @CuyahogaLib’s poem-a-day and read the words of other Ohioans.

@shewriteswrongs, via Twitter

The Warrensville Heights Branch launched its new Charlie Cart programs in March, including “Make Great Snacks,” hosted by Beate van der Schalie, Marya Rogers and Jean Cottrill; “Green Smoothies,” hosted by JoAnna Schofield and Isabel Klein; and “More Than One Way to Cook an Egg,” hosted by Ruth Certo and Fairview Park Branch Manager Jesse Sanders.

New Mayfield Branch and Richmond Heights Branch Children’s Supervisor Maria Trivisonno attended the Richmond Heights School Board meeting on March 11th to introduce herself to the board and the superintendent. She learned that the new schools are now slated to be ready over winter break spanning 2020 and 2021. She also attended the Mayfield School Board Meeting on March 20th to introduce herself to the board and the superintendent in that community.

On March 16th and March 30th, Alex Ward of the Southeast Branch facilitated the branch’s first “Adapted Storytime” sessions. Ward also started a new series, called “Homeschool STEAM Sleuths,” to provide valuable social opportunities for homeschoolers who are often isolated with limited social outlets and opportunities to engage with other students.

Congratulations to Shondra Longino (who writes under the pseudonyms Abby Vandiver and Abby Collette) on signing with Berkley (Penguin) for a three-book cozy mystery series deal. Every Thursday, Longino writes in the William N. Skirball Writers’ Center at the South Euclid-Lyndhurst Branch. She also founded the “#AmWriting” group that meets at the Writers’ Center every Friday.

In conjunction with the Brecksville-Broadview Heights School District's "Take Back Togetherness Night," Brecksville Branch and Information & Technology Literacy Department staff members presented a fun-filled K – 12 "Family Night." More than 100 visitors made paper craft outlines of the state of Ohio with a Cricut machine, put their wits together to solve an escape room riddle, created pictures with the paint feature on the TruTouch interactive multitouch display, played regular and jumbo-size games from the CCPL toy collection, experimented with circuits using a Makey Makey and used Makedo tools to build cardboard houses, swimming pools and school buildings.

The Bay Village Branch hosted a "One School, One Book Family Night" March 5th. The 160 attendees enjoyed drop-in activities related to *The Sasquatch Escape* by Suzanne Selfors, which was read by all Normandy Elementary School students in kindergarten through second grade. Students were excited to see their principal, Mr. Sebring, at the event.

Olmsted Falls Branch Teen Librarian Lee Ikimis hosted the first three weeks of an eight-week "Design a Game Controller With Arduino" program. In the first three sessions of this series – which is meant to be a deep dive into Arduino and 3-D design – the students were given an overview of the Arduino microcontroller, participated in several circuit building activities and began to breadboard and code their game controllers.

A mother came to the North Olmsted Branch looking for materials to help her sixth grade sons improve their reading skills. Both of her boys have IEPs for reading. Staff member Liza Kahoe Arthur mentioned various items and resources, and the mother was thrilled to learn that the branch offered a selection of first readers in Arabic. She checked out 10 of those books on the spot.

On March 27th, Tim Protiva from the Strongsville Branch presented a storytime in SouthPark Mall's Live 360 space. About 40 participants enjoyed giveaways and prizes donated by SouthPark Mall merchants. This ongoing partnership will provide good community visibility for CCPL.

Dennis, an employee at Metro Hospital, related this message to the MetroHealth Service Point staff: "This place is a lifesaver. I canceled my internet at home because I don't use it that often and I can rely on the library at Metro. I'm adding the money I spent on internet to my deferred comp."

Parma City School District held its "March Into Kindergarten" registration event for 221 families March 6th and 7th at the Parma Branch. Future kindergartners received their choice of one of three books about starting kindergarten – purchased by the Friends of the Parma Libraries – and practiced writing and fine motor skills. Approximately 150 children also attended scissors, paste and tape skills sessions.

**CUYAHOGA COUNTY PUBLIC LIBRARY
REPORT OF THE EXECUTIVE DIRECTOR
APRIL 30, 2019**

ACTIVITIES OF THE EXECUTIVE DIRECTOR

March 27

- Met with Steven Cox, Attorney, Roetzel & Andress, with Hallie Rich, CCPL Communications & External Relations Director and Bridget Hawes, CCPL Senior Development Specialist
- Met with Denise Reading, CEO, GetWorkerFit, with Hallie Rich, CCPL Communications & External Relations Director

March 28-29

- Met with Alan Inouye Senior Director, Public Policy & Government Relations, ALA Washington Office, Brian O'Leary, Executive Director, Book Industry Study Group, Tony Ageh, Chief Digital Officer, New York Public Library, Sal Magaddino, Deputy Director of Logistics, BookOps, Michael Santangelo, Deputy Director, Collection Management, BookOps, Heide Miklitz, Assistant Director, NYPL Research Library Technical Services, BookOps and Skip Dye, VP, Library Marketing and Digital Sales, Penguin Random House, in New York

April 1

- Met with State Representative Juanita Brent, with Hallie Rich, CCPL Communications & External Relations Director and Ali Boyd, Branch Manager, CCPL Warrensville Heights Branch
- Met with Steve Potash, President & CEO, OverDrive

April 2

- Met with Stewart Kohl, CEO, The Riverside Company, with Bridget Hawes, CCPL Senior Development Specialist
- Interviewed with Lisa Peet, Library Journal Journalist

April 3

- Met with Molly Walsh, Principal, Standout Consulting, LLC

April 4

- Attended event with Anisfield Wolf Book Award announcement featuring poet Jericho Brown, CCPL South Euclid-Lyndhurst Branch

April 5

- Met with Eliza Wing, Chief Communications Officer, Cuyahoga County
- Participated on the Advisory Council conference call for the Panorama project

April 8

- Interviewed with Eddie Rice, Director of Communications, LaunchHouse

April 9

- Met with CCPL Trustee Dean DePiero
- Attended award ceremony CWRU's Kelvin Smith Library received University Library of the Year award, Association of College & Research Libraries (ACRL) Excellence in Academic Libraries

April 10

- Met with William Russo, Vice Mayor, City of Solon, Angee Shaker, Director of Business and Marketing, City of Solon, Enda Bracken, CCPL East Branch Services Director, and Julie Liedke, CCPL Solon Branch Manager, at CCPL Solon Branch
- Met with Galen Schuerlein, Director, Roetzel Consulting Solutions

April 11

- Met with Donald Laubacher, Senior Vice President, Family Wealth Sequoia Financial Group

April 12

- Met with Sharon Sobol Jordan, CEO, Unify Project

April 13

- Attended author event with Christopher Myers, CCPL South Euclid-Lyndhurst Branch
- Met with author Heather Morris

April 14

- Attended author event with Heather Morris, CCPL South Euclid-Lyndhurst Branch

April 15

- Presented to the Executive Arrangements University, Margy M. Judd, President & Owner, and her staff, at CCPL Middleburg Heights Branch
- Met with Felton Thomas, Director, Cleveland Public Library (CPL)
- Received resolution in honor of retirement at Parma City Council meeting

April 16

- Attended Benefactor Plus WCS Announcement Party
- Facilitated the William N. Skirball Writers Center Stage with authors Lynda Barry & Matt Groening

April 17

- Met with Nicholas Austin, CCPL Foundation Board Member

April 18

- Attended the 2019 State of the County event with Cuyahoga County Executive Armond Budish, with CCPL Trustee Patricia Shlonsky, members of CCPL Executive Team, and Administrative Team
- Met with Leon Wilson, Chief of Digital Innovation & Chief Information Officer, The Cleveland Foundation, and Felton Thomas, Director, Cleveland Public Library (CPL), with Tracy Strobel, CCPL Deputy Director
- Attended author event with Stewart O'Nan, CCPL South Euclid-Lyndhurst Branch

April 19

- Met with Ivan Schwartz, President, Greater Cleveland Film Commission (GCFC)

April 21

- Met with author Stephanie Evonovich

April 22

- Attended author event with Stephanie Evonovich, Mustard Seed, Solon, with Pat Kulp, Community Supporter

April 23-26

- Vacation

April 26

- Attended Book Industry Study Group (BISG) Annual Meeting of Members, The Harvard Club of New York

April 29

- Met with Councilwoman Cheryl Stephens
- Met with Erika B. Rudin-Luria, President, Jewish Federation of Cleveland, with Hallie Rich, CCPL Communications & External Relations Director
- Participated on the Advisory Council conference call for the Panorama project

April 30

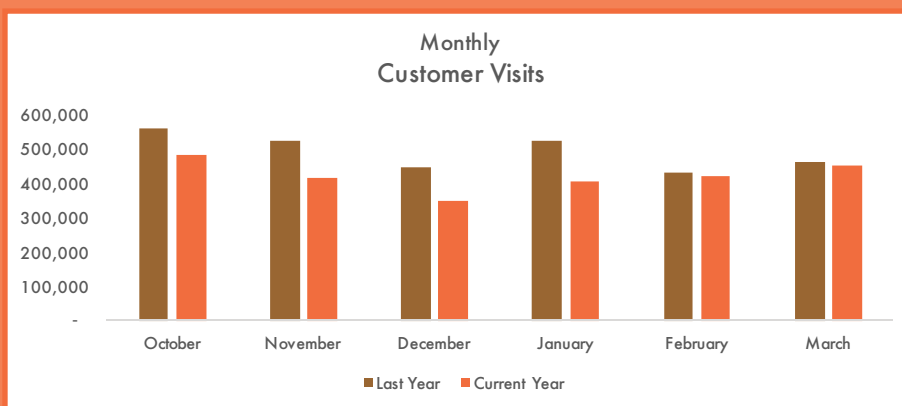
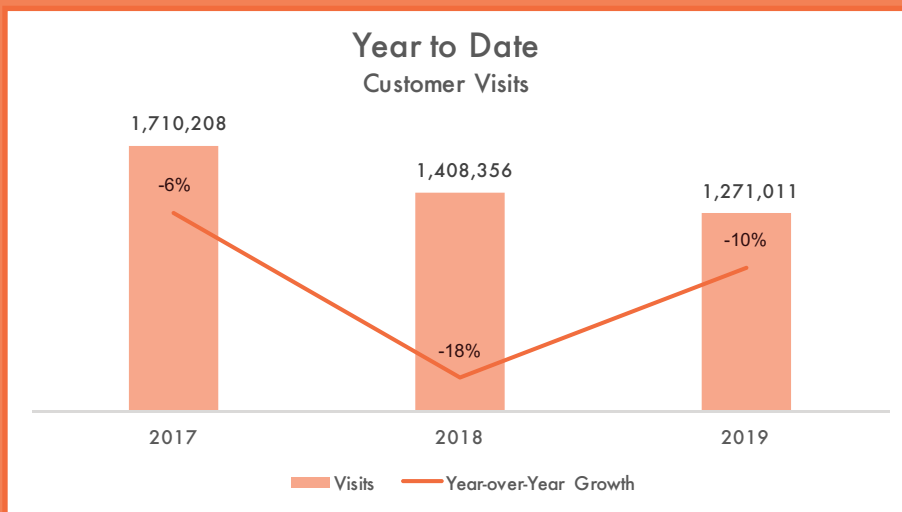
- Facilitated Finance Committee Meeting
- Facilitated Board of Trustees Meeting

A handwritten signature in black ink, reading "Sari Feldman". The signature is written in a cursive, flowing style.

Executive Director

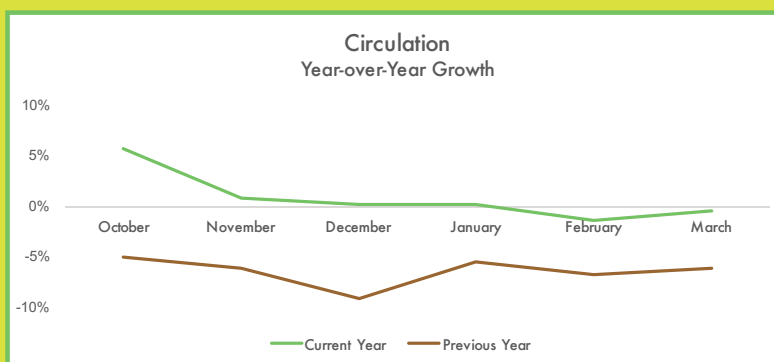
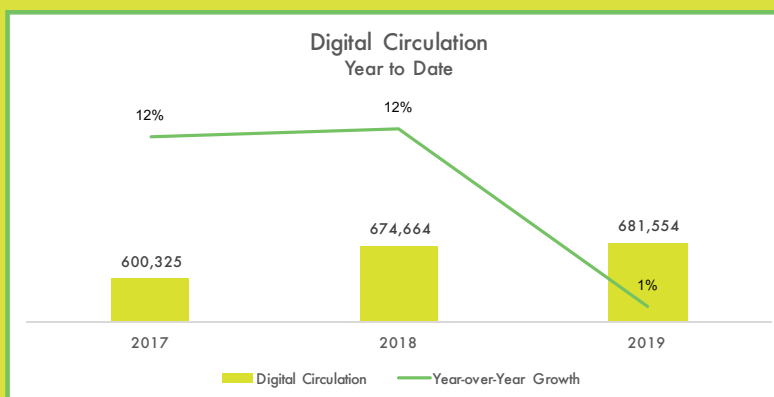
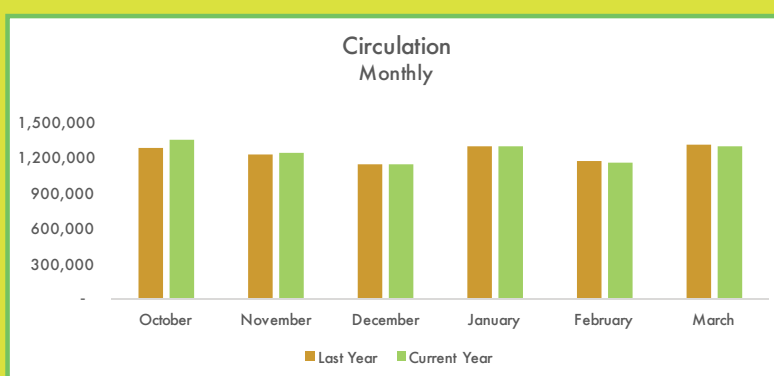
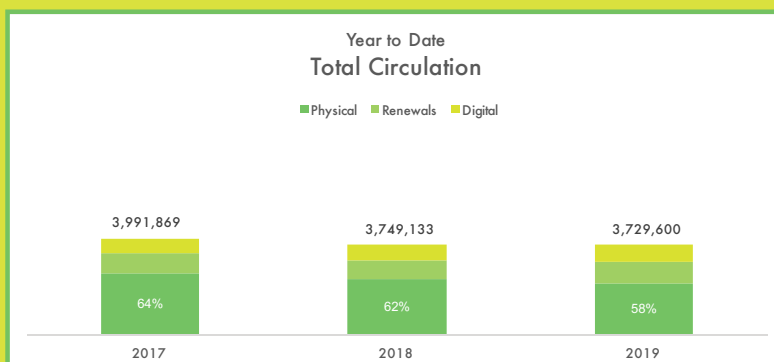
VISITS

MARCH 2019



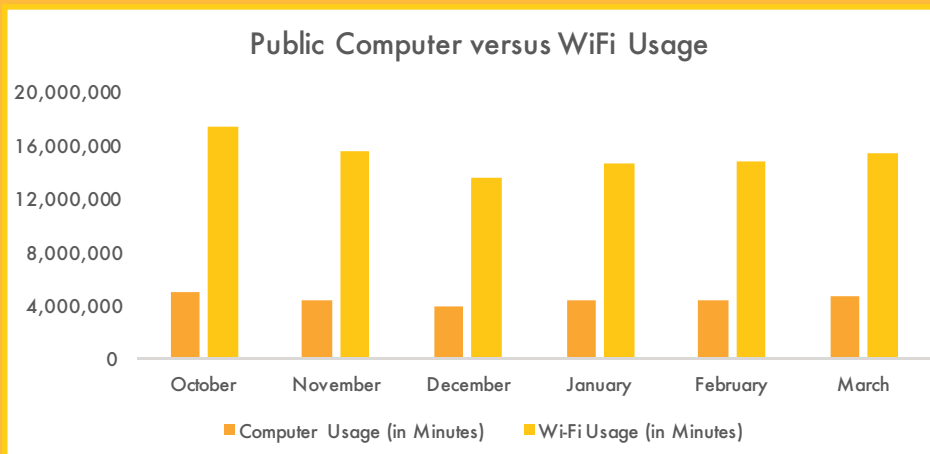
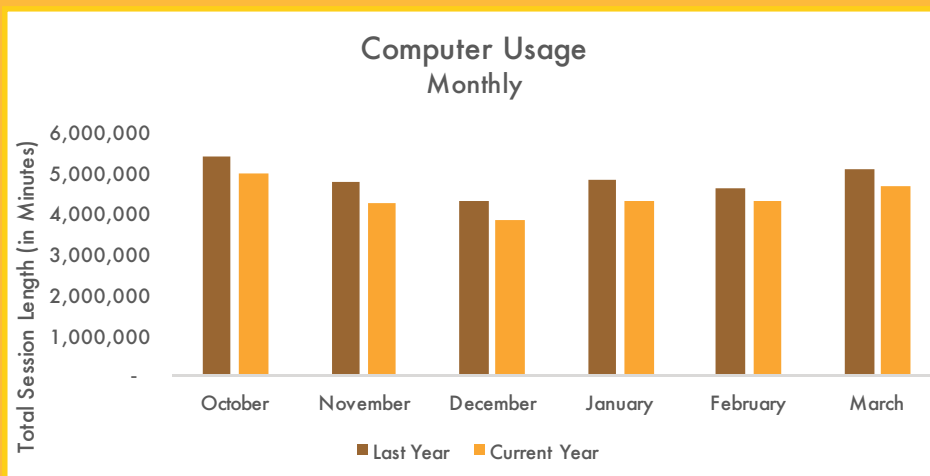
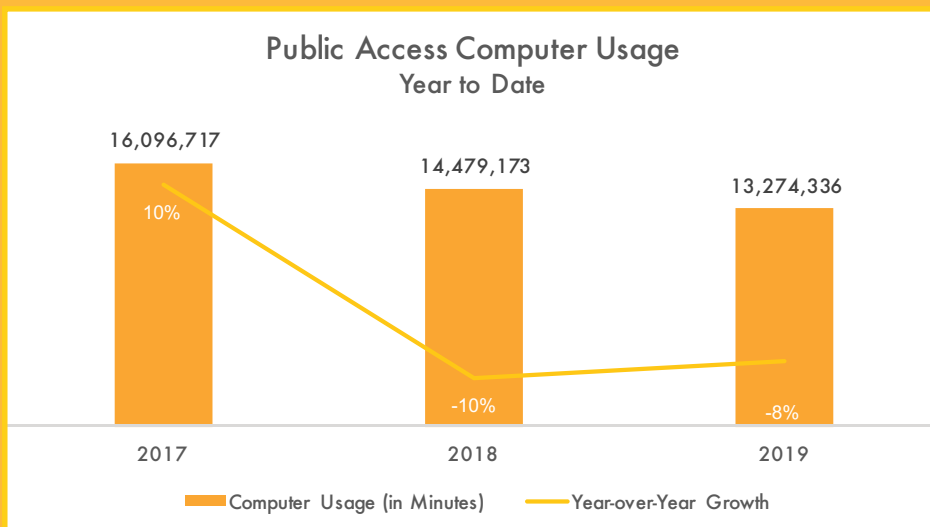
CIRCULATION

MARCH 2019



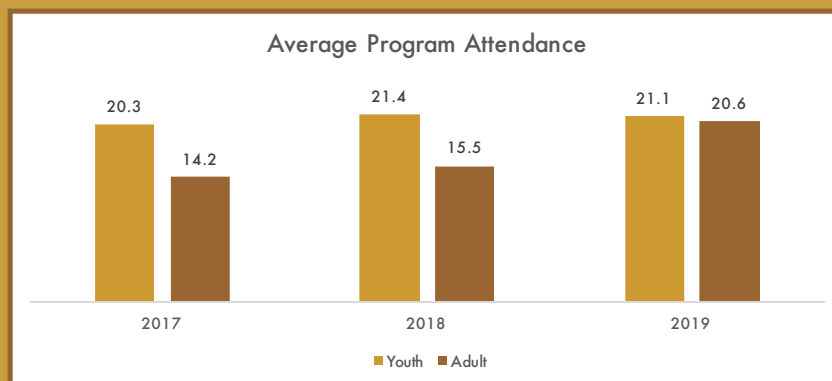
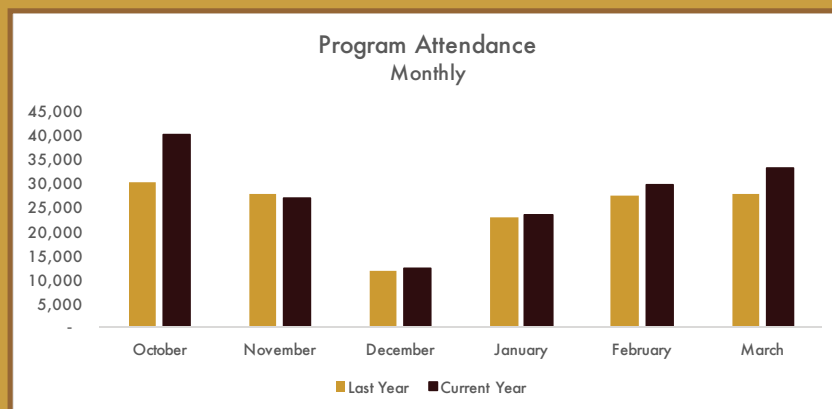
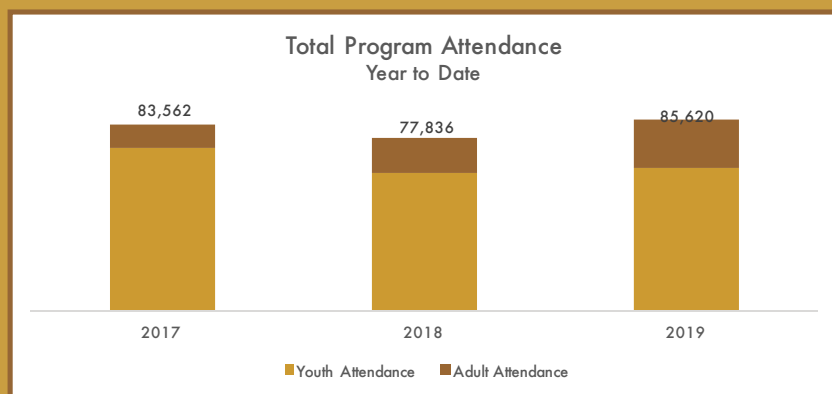
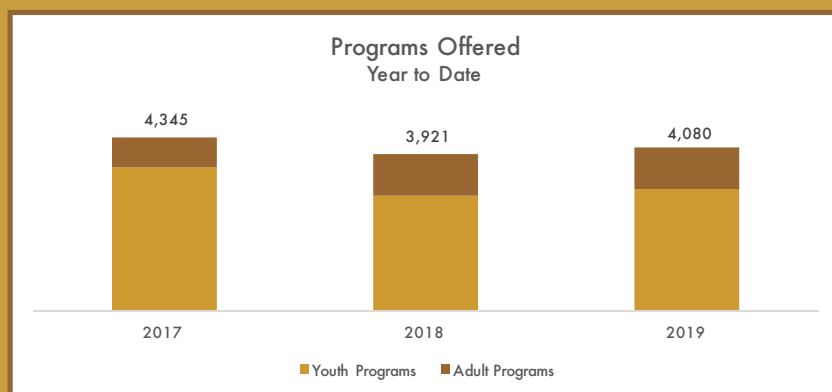
COMPUTER USE

MARCH 2019



PROGRAMS

MARCH 2019



[illegible]

HUMAN RESOURCES DIVISION REPORT LIST NO. 2018-09

April 30, 2019

| | A | B | C | D | E | F | G | H | I | J | K | L | M |
|----|--|-----------------------|-----------------------|--------------|--------------|--------------|--------------|----------------|----------------|-------------------|--------------------------|-------------|-------------------|
| 1 | CHANGES IN HOURS/SALARY/TRANSFERS | | | | | | | | | | | | |
| 2 | CHANGES IN HOURS/SALARY/TRANSFERS | COST CENTER OLD | COST CENTER NEW | GRADE OLD | GRADE NEW | HOURS OLD | HOURS NEW | SALARY OLD | SALARY NEW | REPLACES | REASON | HRS WEEK | EFFECTIVE DATE |
| 3 | Baer, Tessa/Branch Services Librarian | GFH111 450114 | STH111 450114 | U11 U12 | U12 U12 | 40 1 | 40 1 | 21.08 22.72 | 22.72 22.72 | ----- | Acting Assignment Begins | 40 1 | 04.08.2019 |
| 4 | Block, Ronald/Branch Manager | BKL112 | 505112 | 38 | 38 | 40 | 40 | \$36.68 | \$36.68 | ----- | Acting Assignment Begins | 40 | 03.25.2019 |
| 5 | Brightman, Theresa/LLD Clerk-Adult Programming | 515111 | 515111 | U10 | U06 | 40 1 | 40 1 | 18.69 18.69 | 17.39 18.69 | ----- | Acting Assignment Ends | 40 1 | 03.25.2019 |
| 6 | Burkett, Patricia/TSD Clerk - Processing/Branch Services Clerk SUB | 515111 450114 | 701111 450114 | U06 U07 | U04 U07 | 40 1 | 40 1 | 19.70 19.12 | 19.12 | ----- | Acting Assignment Ends | 40 1 | 03.25.2019 |
| 7 | Cochrane, Kaiulani/Branch Services Assistant I SUB & Branch Services Clerk SUB | PAS111 450114 | 450114 | U07 U10 | U10 U07 | 16 1 | 1 | 16.14 18.14 | 18.14 15.67 | ----- | Sub Status Only | 1 | 04.21.2019 |
| 8 | Dreger, Amy/Branch Services Librarian Supervisor | BCH111 | BEA111 | U13 | U13 | 40 | 40 | \$27.73 | 27.73 | Jennifer Wrinkler | Transfer | 40 | 04.22.2019 |
| 9 | Faidiga, Alexandra/Branch Services Clerk/Branch Services Assistant I SUB | GFH111 | GFH111 450114 | U07 | U07 U10 | 24 | 24 1 | \$15.67 | 15.67 18.14 | ----- | Adding Second Rate | 24 1 | 03.24.2019 |
| 10 | Fried, Aaron/Branch Services Assistant I/Branch Services Clerk SUB | SEU111 450114 | SEU111 450114 | U10 U07 | U10 U07 | 36 1 | 36 1 | 18.69 18.50 | 18.69 18.69 | ----- | Correcting 2nd Rate | 36 1 | 11.20.2018 |
| 11 | Gardner, Jason/Branch Services Assistant I | 450114 | WVH11 1 | U07 | U10 U07 | 1 | 40 1 | \$15.67 | 18.69 15.67 | ----- | Acting Assignment Begins | 40 1 | 03.25.2019 |
| 12 | Grame, Ryan/Security Coordinator | 602112 | 602112 | 35 | 36 | 40 | 40 | \$26.97 | \$32.86 | ----- | Position Grade Change | 40 | 04.07.2019 |
| 13 | Haller, Maryanne/Branch Services Librarian Supervisor | BRV111 | BKL111 | U12 | U13 | 40 | 40 | \$24.71 | \$25.45 | ----- | Acting Assignment Begins | 40 | 04.07.2019 |
| 14 | Hawkins, Dorrian/Branch Services Clerk/Branch Services Assistant I SUB | ORG111 | ORG111 450114 | U07 | U07 U10 | 24 | 24 1 | \$15.67 | 15.67 18.14 | ----- | Adding Second Rate | 24 1 | 03.24.2019 |
| 15 | Huffman, Celia/Youth Education Coordinator | 505112 | 505112 | 35 | 35 | 32 | 24 | \$32.74 | \$32.74 | ----- | Reducing Hours | 24 | 03.24.2019 |
| 16 | Johnson, Stephanie/Branch Services Librarian | MHR111 450114 | MHR11 1 | U11 U12 | U12 U12 | 40 1 | 40 1 | 21.08 22.05 | 22.72 22.05 | ----- | Acting Assignment Begins | 40 1 | 04.08.2019 |
| 17 | Loggins, Bossie/Security Coordinator | 602112 | 602112 | 35 | 36 | 40 | 40 | \$28.91 | \$32.86 | ----- | Position Grade Change | 40 | 04.07.2019 |
| 18 | Penzvalto, Maryann/Branch Services Librarian Supervisor | BAY111 | GFH111 | U12 | U13 | 40 | 40 | \$23.52 | \$24.99 | ----- | Acting Assignment Begins | 40 | 04.07.2019 |
| 19 | Sterba, Christie/Branch Services Assistant II | SLN113 | STH111 | OSP | U11 | 15 | 28 | \$8.80 | \$20.06 | Kay Martin | Promotion | 28 | 03.25.2019 |
| 20 | Stewart, Tammy/Branch Services Clerk | SLN111 | BEA111 | U07 | U07 | 32 | 32 | \$18.10 | 18.10 | ----- | Transfer | 32 | 04.08.2019 |
| 21 | Szaniszlo, Jake/Page | MYR113 | BRV113 | OSP | OSP | 15 | 11 | \$8.80 | \$8.80 | ----- | Transfer | 11 | 04.07.2019 |
| 22 | Tokarz, Krista/Branch Manager | BKL111 | BKL112 | U13 | 38 | 40 | 40 | \$35.28 | \$36.34 | Ronald Block | Acting Assignment Begins | 40 | 03.25.2019 |
| 23 | Van Der Schalie, Beate/Branch Services Assistant II | WVH111 | WVH11 1 | U10 | U11 | 20 | 20 | \$20.38 | 20.06 | ----- | Position Change - Degree | 20 | 04.21.2019 |
| 24 | Wade, Elizabeth/Branch Services Clerk | NRY113 | NRY111 | OSP | U07 U10 | 15 | 20 | \$8.80 | \$15.67 | Michael Karaffa | Promotion | 20 | 04.07.2019 |
| 25 | Watkins, Hannah/Branch Services Assistant I | STV113 | NRY111 | OSP | U10 | 15 | 20 | \$8.80 | \$18.14 | June Bullock | Promotion | 20 | 04.22.2019 |
| 26 | Wurch, Lisa/Branch Services Assistant II | MDH111 | BEA111 | U11 | U11 | 40 | 40 | \$21.08 | \$21.08 | ----- | Acting Assignment Begins | 40 | 04.07.2019 |

HUMAN RESOURCES DIVISION REPORT LIST NO. 2018-09

April 30, 2019

ANNIVERSARY PAY ADJUSTMENTS (Not Based on 2080 Hours)

| NAME/POSTION | COST CENTER | GRADE OLD | GRADE NEW | HOURS | SALARY OLD | SALARY NEW | EFFECTIVE DATE |
|-------------------------------------|-------------|-----------|-----------|-------|------------|------------|----------------|
| Busch, Denise/Branch Services Clerk | OLF111 | U07 | U07 | 16 | \$15.67 | \$16.14 | 04.09.2019 |
| Garner, Erica/Page | GFH113 | OEP | OSP | 15 | \$8.55 | \$8.80 | 04.23.2019 |
| Halas, Connie/Page | BEA113 | OEP | OSP | 15 | \$8.55 | \$8.80 | 04.22.2019 |
| Martin, Christina/Page | OLF113 | OEP | OSP | 15 | \$8.55 | \$8.80 | 04.02.2019 |
| Spelman, Nancy/Page | MDH113 | OEP | OSP | 12 | \$8.55 | \$8.80 | 04.15.2019 |
| Stevens, Allen/Page | STH113 | OEP | OSP | 10 | \$8.55 | \$8.80 | 04.09.2019 |
| Struck, Michele/Page | MDH113 | OEP | OSP | 12 | \$8.55 | \$8.80 | 04.14.2019 |
| Suzelis, Brandon/Page | CHF113 | OEP | OSP | 15 | \$8.55 | \$8.80 | 04.22.2019 |

HUMAN RESOURCES DIVISION REPORT LIST NO. 2018-09

April 30, 2019

| RESIGNATIONS | | | | | |
|---|-------------|-------|---------|----------|----------------|
| NAME/POSTION | COST CENTER | GRADE | SALARY | HRS WEEK | EFFECTIVE DATE |
| Anderson, Gretchen/Adule Education Services Instructor SUB | 508113 | OSS | \$21.00 | 15 | 04.09.2019 |
| Conroy, Beth/Page | BAY113 | OSP | \$8.80 | 15 | 03.29.2019 |
| Cooper, Cheryl/Adult Education Services Instructor I | 508113 | OSU | \$22.00 | 15 | 04.09.2019 |
| Drkik, Hayley/Page | NRV113 | OSP | \$8.80 | 15 | 05.04.2019 |
| Gardner, Laureen/Page | FPR113 | OEP | \$8.55 | 15 | 05.04.2019 |
| Hegler, Emily/Page | MYR113 | OSP | \$8.80 | 15 | 03.11.2019 |
| Hudson, Carrie/Adult Education Services Instructor I | 508111 | U11 | \$22.00 | 20 | 03.29.2019 |
| Kidola, Jaclyn/Adult Education Services Instructor SUB | 508113 | OSS | \$21.00 | 15 | 04.09.2019 |
| Lee, Christine/Asult Education Services Instructor SUB | 508113 | OSS | \$21.00 | 15 | 04.09.2019 |
| McDonnell, Kathleen/Adult Education Services Instructor SUB | 508113 | OSL | \$24.00 | 15 | 05.16.2019 |
| Parker, Pearl/Adult Education Services Instructor SUB | 504113 | OST | \$9.00 | 10 | 03.21.2019 |
| Sapienza, Lauren/Page | STV113 | OSP | \$8.80 | 15 | 04.27.2019 |
| Skapura, Benjamin/Page | BRV113 | OSP | \$8.80 | 15 | 03.21.2019 |
| Stacy, Carol/Page | PAS113 | OSP | \$8.80 | 15 | 01.01.2019 |
| Sutton, Wendy/Page | PAS113 | OEP | \$8.55 | 15 | 03.18.2019 |

HUMAN RESOURCES DIVISION REPORT LIST NO. 2018-09

April 30, 2019

| RETIREMENTS | | | | | | |
|--|-------------|-------|---------|----------|------------|------------------|
| NAME/POSTION | COST CENTER | GRADE | SALARY | HRS WEEK | HIRE DATE | LAST WORKING DAY |
| Jones, Joyce/LLD Clerk - Youth Literacy and Outreach | 504111 | U07 | \$21.30 | 32 | 12.02.1991 | 04.30.2019 |
| Parnell, Barbara/Branch Services Assistant I | MHR111 | U10 | \$26.39 | 32 | 04.18.1994 | 05.03.2019 |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |

HUMAN RESOURCES DIVISION REPORT LIST NO. 2018-09

April 30, 2019

| CONFERENCE AND MEETING ATTENDANCE | | | | |
|-----------------------------------|-------------------------|------------|-----------|--|
| NAME | DATE (\$) | AMOUNT | MILEAGE | MEETING |
| Baer, Tessa | 04.16.2019 - 04.17.2019 | \$302.72 | \$ 117.72 | Play your way to literacy/NEORLS/Huron, Ohio |
| Block, Ronald | 06.20.2019 - 06.25.2019 | \$1,400.00 | \$ - | ALA Annual/ALA/Washington, DC |
| Daily, Kelly | 03.25.2019 | \$52.00 | \$ - | Pruning of Woody Ornaments/OIAA/Sandusky, Ohio |
| Dionisos, Gus | 03.25.2019 | \$52.00 | \$ - | Pruning of Woody Ornaments/OIAA/Sandusky, Ohio |
| Echols, Terrance | 03.22.2019 | \$41.36 | \$ 41.36 | Aspire Regional Admin Meeting/Aspire PDN/Akron, Ohio |
| Halm, Karen | 03.01.2019 | \$38.88 | \$ 38.88 | TABE 11/12 Training/Aspire PDN/Lorain, Ohio |
| Haprian, Jim | 05.06.2019 - 05.08.2019 | \$1,400.00 | \$ - | IUG 2019/Innovative Users Group/Pheonix, Arizona |
| Harant, Andrew | 06.20.2019 - 06.25.2019 | \$1,400.00 | \$ - | ALA Annual/ALA/Washington, DC |
| Huffman, Celia | 05.01.2019 & 05.08.2019 | \$57.40 | \$ 32.40 | Mental Health First Aid/CRWU/Cleveland, Ohio |
| Huffman, Celia | 05.14.2019 & 05.21.2019 | \$57.40 | \$ 32.40 | Social and Emotional Learning in Youth Programs/CRWU/Cleveland, Ohio |
| Huffman, Celia | 06.20.2019 - 06.21.2019 | \$413.58 | \$ 145.80 | Summer Institute/OSU/Columbus, Ohio |
| Keefer, Lisa | 04.17.2019 | \$40.00 | \$ - | Model for Change/Cleveland SHRM/Warrensville Heights, Ohio |
| Klein, Isabel | 06.20.2019 - 06.25.2019 | \$1,400.00 | \$ - | ALA Annual/ALA/Washington, DC |
| Merlene, Kate | 04.29.2019 | \$35.00 | \$ - | ACE Book Discussion Day/Siegal Lifelong Learning/Beachwood, Ohio |
| Nay, Kyra | 06.21.2019 - 06.24.2019 | \$1,331.03 | \$ 162.00 | ALA Annual/ALA/Washington, DC |
| Pawuk, Michael | 06.20.2019 - 06.25.2019 | \$1,400.00 | \$ - | ALA Annual/ALA/Washington, DC |
| Polace, Sarah | 06.21.2019 - 06.24.2019 | \$1,400.00 | \$ - | ALA Annual/ALA/Washington, DC |
| Pruitt, Charity | 03.22.2019 | \$48.60 | \$ 48.60 | Aspire Regional Admin Meeting/Aspire PDN/Akron, Ohio |
| Ragheb, Mohamed | 05.05.2019 - 05.09.2019 | \$1,000.00 | \$ - | IUG 2019/Innovative Users Group/Pheonix, Arizona |
| Russo, Aja | 06.20.2019 - 06.25.2019 | \$1,400.00 | \$ - | ALA Annual/ALA/Washington, DC |
| Sanderfer, Wendy | 05.13.2019 | \$0.00 | \$ - | Emotional Intelligence/CWRU/Cleveland, Ohio |
| Sanderfer, Wendy | 06.05.2019 - 06.06.2019 | \$0.00 | \$ - | Critical Thinking and Problem Solving for Project Leaders/CWRU/Cleveland, Ohio |

HUMAN RESOURCES DIVISION REPORT LIST NO. 2018-09

April 30, 2019

| | | | | |
|----------------|-------------------------|--------------------|----------|---|
| Schalk, Maggie | 05.16.2019 | \$66.20 | \$ 51.20 | Early Literacy 101/NEORLS/Stow, Ohio |
| Seals, Talia | 06.05.2019 - 06.06.2019 | \$0.00 | \$ - | Critical Thinking and Problem Solving for Project Leaders/CWRU/Cleveland, Ohio |
| Seals, Talia | 05.13.2019 | \$0.00 | \$ - | Emotional Intelligence/CWRU/Cleveland, Ohio |
| Smith, Sarah | 04.17.2019 | \$32.56 | \$ 7.56 | Youth Interaction Strategies/Cuyahoga County Youth Work Institute/Cleveland, Ohio |
| | | \$13,368.73 | | |

Financial Statement Analysis

March 2019

Revenues

For General Property Taxes we received another distribution in March as part of the advance in taxes. The next couple of months should be smaller amounts that may be distributed until we receive our next large advance for the second half of the year in June or July. In the Intergovernmental account we also received our first half of the reimbursement from the State of Ohio for Homestead Exemptions and Rollbacks. With these distributions we are on budget for property taxes.

Our March distribution for the PLF was slightly smaller than what we received last year. We believe the distribution in April will bring us back to budget but, as we do every month, we will monitor this account closely. Last year we started out the year with smaller distributions than expected and then as the year progressed, our distributions were larger and made up for some of the smaller distributions to keep us within budget.

Patron Fines and Fees are currently exceeding our estimates. Once again it is passport fees and photos which are the reason for the increase. Sale of Resale Supplies is also slightly exceeding our estimates.

All other revenue accounts are where we would expect them to be for the month and the year.

Expenses

Expenses for Salaries and Benefits are all within budget, with the exception of the Insurance Benefits and as was mentioned last month all of the HSA accounts were funded for the year and it will take a couple of months for the budget not to exceed expenses.

Many of the other expense accounts have higher than expected percentages for expenses and encumbrances because many of these accounts have standing orders encumbered against them to pay monthly and recurring expenses.

All other General Fund expense accounts are where we would expect them to be for the month and the year.

In the Capital Fund projects there are still some funds encumbered for Maple Heights Branch. This is for some AV work that has been completed, but we are still waiting for the invoice. After the invoice is paid, we will be closing that project.

Investments

We purchased 4 Certificates of Deposit for the month. Those CD's purchased were:

| | |
|---------------------|-----------|
| Fifth Third Bank | \$245,000 |
| Mutual Savings Bank | \$245,000 |
| State Bank of India | \$245,000 |

Those CD's were purchased at \$250,000 or less to keep us within the insurance coverage offered through FDIC and offered a good rate for a one-year investment.

We have changed our investment strategy within our Money Market funds by keeping a larger balance in Star Ohio, which is offering a higher rate than what we are receiving at Key Bank. We just transfer operating funds back from Star Ohio as needed.

Transfers

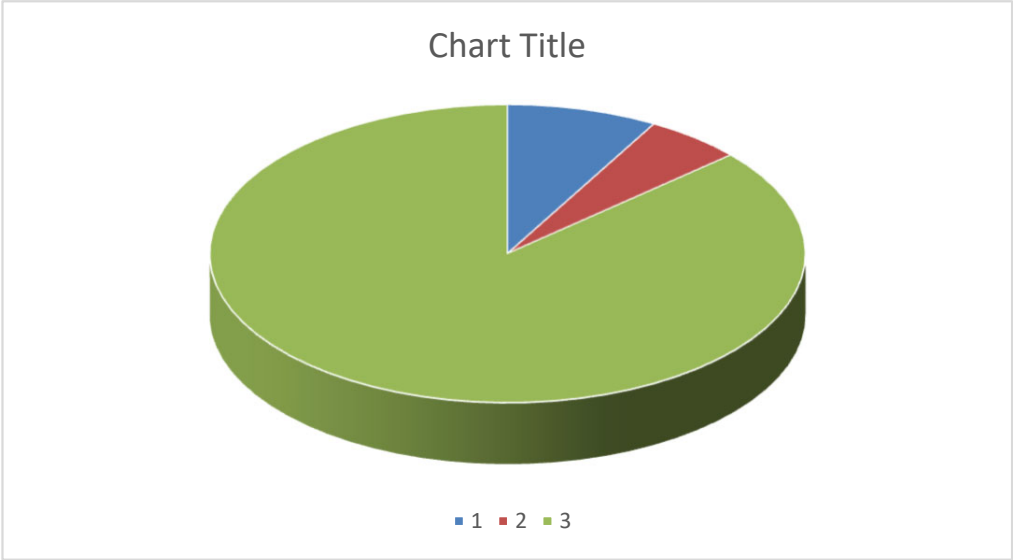
There were no transfers for the month.

| CUYAHOGA COUNTY PUBLIC LIBRARY | | | | | | | | | | General Fund |
|--|------------------------------------|-----------------|--------------------|-------------------|-------------------|-------------------|-------------------|-----------------|-------------------|--------------|
| REVENUE | | | | | | | | | | 25% of Year |
| Fiscal 2019 -March | | | | | | | | | | |
| Acct. No. | General Fund Line Item Description | 2019 Revenue | 2018 Final Revenue | 2019 MTD Received | 2018 MTD Received | 2019 YTD Received | 2018 YTD Received | 2019 % Received | 2019 Balance | Notes |
| 1200 | General Property Taxes | \$37,859,310.00 | \$38,085,182.73 | \$2,277,410.56 | \$2,519,149.44 | \$20,605,410.56 | \$21,590,149.44 | 54.4% | (\$17,253,899.44) | |
| 1250 | Intergovernmental | \$25,634,817.35 | \$25,409,713.62 | \$1,441,357.12 | \$1,425,123.43 | \$5,109,018.94 | \$5,121,489.59 | 19.9% | (\$20,525,798.41) | |
| | Public Library Fund | \$20,994,127.35 | \$20,769,026.45 | \$1,441,357.12 | \$1,425,123.43 | \$5,109,018.94 | \$5,121,489.59 | 24.3% | (\$15,885,108.41) | |
| | Property Taxes | \$4,640,690.00 | \$4,640,687.17 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.0% | (\$4,640,690.00) | |
| 2200 | Grants | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.0% | \$0.00 | |
| 2300 | Local Government | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.0% | \$0.00 | |
| 3100 | Patron Fines & Fees | \$1,350,000.00 | \$1,356,592.28 | \$156,189.41 | \$149,821.63 | \$433,341.56 | \$397,957.92 | 32.1% | (\$916,658.44) | |
| | Fines and Fees Income | \$350,000.00 | \$373,364.63 | \$25,744.41 | \$29,491.63 | \$71,541.56 | \$111,295.02 | 20.4% | (\$278,458.44) | |
| | Passport Fee | \$732,000.00 | \$716,086.40 | \$96,285.00 | \$84,675.00 | \$271,810.00 | \$198,575.40 | 37.1% | (\$460,190.00) | |
| | Passport Photo Fee | \$250,000.00 | \$249,460.00 | \$29,410.00 | \$35,530.00 | \$84,890.00 | \$84,600.00 | 34.0% | (\$165,110.00) | |
| | Meeting Room Rental Fees | \$18,000.00 | \$17,681.25 | \$4,750.00 | \$125.00 | \$5,100.00 | \$3,487.50 | 28.3% | (\$12,900.00) | |
| 4000 | Interest | \$80,000.00 | \$38,929.65 | \$28,592.48 | \$295.03 | \$43,089.12 | \$617.49 | 53.9% | (\$36,910.88) | |
| 5500 | Services Provided Other Entities | \$2,500.00 | \$2,710.43 | \$0.00 | \$1,469.64 | \$136.82 | \$1,646.64 | 5.5% | (\$2,363.18) | |
| 6100 | Restricted Gifts | \$0.00 | \$33,619.90 | \$0.00 | \$1,000.00 | \$20,214.49 | \$2,212.12 | 0.0% | \$20,214.49 | |
| 6500 | Unrestricted Gifts | \$55,000.00 | \$22,453.56 | \$10,000.00 | \$1,518.10 | \$10,166.23 | \$6,068.45 | 18.5% | (\$44,833.77) | |
| 8100 | Sale of Property | \$22,000.00 | \$10,786.43 | \$0.00 | \$0.00 | \$785.00 | \$0.00 | 3.6% | (\$21,215.00) | |
| 8200 | Sale of Resale Supplies | \$107,225.00 | \$125,016.94 | \$11,293.01 | \$12,662.39 | \$32,253.07 | \$33,388.74 | 30.1% | (\$74,971.93) | |
| 8300 | Rental of Real Property | \$0.00 | \$23,481.00 | \$1,925.50 | \$0.00 | \$5,776.50 | \$11,553.00 | 0.0% | \$5,776.50 | |
| 8700 | Refunds and Reimbursements | \$445,775.00 | \$395,639.95 | \$10,139.66 | \$9,860.45 | \$38,143.01 | \$26,118.19 | 8.6% | (\$407,631.99) | |
| 8900 | Miscellaneous | \$25,000.00 | \$38,992.37 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.0% | (\$25,000.00) | |
| 9800 | Advances In | \$25,084.06 | \$72,108.25 | \$0.00 | \$0.00 | \$0.00 | \$72,108.25 | 0.0% | (\$25,084.06) | |
| 9900 | Transfers In | \$0.00 | \$1,873.72 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.0% | \$0.00 | |
| | Carryover | \$1,851,996.98 | \$500,000.00 | \$0.00 | \$0.00 | \$1,851,996.98 | \$500,000.00 | 100.0% | \$0.00 | |
| TOTAL -- General Fund | | \$67,458,708.39 | \$66,117,100.83 | \$3,936,907.74 | \$4,120,900.11 | \$28,150,332.28 | \$27,763,309.83 | 41.7% | (\$39,308,376.11) | |
| TOTAL -- Capital Fund - 402 | | \$200,000.00 | \$3,433,289.13 | \$23,667.87 | \$93,436.27 | \$73,486.81 | \$136,468.30 | 0.0% | (\$126,513.19) | |
| TOTAL -- Note Retirement Fund - 301 | | \$4,665,506.00 | \$4,665,481.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.0% | (\$4,665,506.00) | |
| TOTAL -- Trust Fund (Regular) - 701 | | \$250,000.00 | \$350,211.38 | \$17,903.83 | \$3,539.71 | \$46,560.94 | \$54,229.84 | 18.6% | (\$203,439.06) | |
| TOTAL -- Trust Fund (Special) - 702 | | \$20,000.00 | \$712,900.71 | \$1,424.36 | \$3,221.24 | \$4,854.84 | \$8,708.65 | 24.3% | (\$15,145.16) | |
| TOTAL -- Endowment Fund - 801 | | \$1,000.00 | \$1,543.28 | \$171.95 | \$107.55 | \$495.56 | \$292.41 | 49.6% | (\$504.44) | |
| TOTAL -- Agency Fund (FSA) - 901 | | \$80,000.00 | \$100,414.94 | \$8,611.66 | \$8,311.06 | \$25,959.98 | \$24,933.18 | 32.4% | (\$54,040.02) | |
| TOTAL -- Project Build - 223 | | \$10,000.00 | \$1,149.24 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.0% | (\$10,000.00) | |
| TOTAL -- Entrepreneurships Adult & Youth - 232 | | \$1,625.00 | \$36,975.00 | \$0.00 | \$0.00 | \$0.00 | \$9,975.00 | 0.0% | (\$1,625.00) | |
| TOTAL -- Cleve Found Encore Initiative - 236 | | \$0.00 | \$46,659.29 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.0% | \$0.00 | |
| TOTAL -- My Com Neighborhood - 242 | | \$299.84 | \$103,094.83 | \$0.00 | \$2,380.87 | \$0.00 | \$5,697.09 | 0.0% | (\$299.84) | |
| TOTAL -- Memory Lab Grant - 243 | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.0% | \$0.00 | |
| TOTAL -- WVH Garden Grant - 244 | | \$0.00 | \$1,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.0% | \$0.00 | |
| TOTAL -- Adult Education Services - 247 | | \$1,042,663.32 | \$1,378,848.54 | \$1,253.78 | \$56,468.33 | \$163,297.75 | \$186,284.48 | 15.7% | (\$879,365.57) | |
| TOTAL -- Project Learn - 248 | | \$359,193.02 | \$358,293.23 | \$13,406.88 | \$13,512.90 | \$33,148.88 | \$85,288.27 | 9.2% | (\$326,044.14) | |
| TOTAL -- Baby Club - 249 | | \$43,762.12 | \$38,453.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.0% | (\$43,762.12) | |
| TOTAL -- IPAD Lab - 253 | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.0% | \$0.00 | |
| TOTAL -- Food & Culinary Literacy Program | | \$0.00 | \$65,500.00 | \$0.00 | \$0.00 | \$10,000.00 | \$0.00 | 0.0% | \$10,000.00 | |
| TOTAL -- Hotspot Lending Program | | \$50,809.00 | \$41,934.00 | \$0.00 | \$0.00 | \$22,500.00 | \$0.00 | 44.3% | (\$28,309.00) | |
| TOTAL -- Homework Centers - 270 | | \$134,670.00 | \$300,103.84 | \$0.00 | \$0.00 | \$40,500.00 | \$10,000.00 | 30.1% | (\$94,170.00) | |
| TOTAL -- Summer Camps - 280 | | \$120,000.00 | \$103,534.16 | \$2,500.00 | \$0.00 | \$7,500.00 | \$0.00 | 6.3% | (\$112,500.00) | |
| TOTAL -- Kindergarten & Baby Kits - 290 | | \$20,000.00 | \$13,500.00 | \$0.00 | \$0.00 | \$20,000.00 | \$0.00 | 100.0% | \$0.00 | |
| TOTAL -- Special School Program. - 293 | | \$227,046.25 | \$180,998.41 | \$29,695.00 | \$12,030.31 | \$74,526.36 | \$42,636.13 | 32.8% | (\$152,519.89) | |
| GRAND TOTAL -- All Funds | | \$74,685,282.94 | \$78,050,984.81 | \$4,035,543.07 | \$4,313,908.35 | \$28,673,163.40 | \$28,327,823.18 | 38.4% | (\$46,012,119.54) | |

| CUYAHOGA COUNTY PUBLIC LIBRARY | | | | | | | | | | | | |
|--------------------------------|--|--------------------|----------------------|---------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-----------------|----------------|-----------------|
| BUDGET EXPENDITURE STATUS | | | | | | | | | | | | |
| Fiscal 2019 -March | | | | | | | | | | | | |
| 25% of Year | | | | | | | | | | | | |
| Acct. No. | General Fund Line Item Description | 2019 Appropriation | 2018 C/O Encumbrance | 2018 Final Expended | 2019 MTD Expended | 2018 MTD Expended | 2019 YTD Expended | 2018 YTD Expended | 2019 Enc + PY Enc | 2019 Exp+Enc | 2019 % Exp+Enc | 2019 Balance |
| 1000s | SALARIES & BENEFITS | 56.4% | | | | | | | | | | |
| 1110 | Salaries | \$28,000,000.00 | \$0.00 | \$28,038,950.21 | \$2,143,503.42 | \$2,125,879.49 | \$6,462,208.13 | \$6,447,034.99 | \$0.00 | \$6,462,208.13 | 23.1% | \$21,537,791.87 |
| 1400 | Retirement Benefits-Employer | \$3,919,245.00 | \$0.00 | \$3,904,278.21 | \$297,059.82 | \$298,984.17 | \$903,113.31 | \$896,431.32 | \$0.00 | \$903,113.31 | 23.0% | \$3,016,131.69 |
| 1600 | Insurance Benefits-Employer | \$6,070,142.00 | \$0.00 | \$5,472,877.37 | \$458,095.50 | \$411,226.10 | \$1,807,204.19 | \$1,612,739.68 | \$0.00 | \$1,807,204.19 | 29.8% | \$4,262,937.81 |
| 1900 | Other Employee Benefits | \$60,613.00 | \$0.00 | \$58,178.74 | \$3,770.99 | \$2,687.26 | \$3,851.99 | \$6,191.31 | \$0.00 | \$3,851.99 | 6.4% | \$56,761.01 |
| | SUBTOTAL -- SALARIES & BENEFITS | \$38,050,000.00 | \$0.00 | \$37,474,284.53 | \$2,902,429.73 | \$2,838,777.02 | \$9,176,377.62 | \$8,962,397.30 | \$0.00 | \$9,176,377.62 | 24.1% | \$28,873,622.38 |
| 2000s | SUPPLIES | 2.1% | | | | | | | | | | |
| 2100 | General Administrative Supplies | \$706,035.00 | \$18,326.44 | \$628,227.86 | \$60,039.15 | \$55,945.08 | \$131,357.84 | \$136,783.37 | \$427,062.01 | \$558,419.85 | 77.1% | \$165,941.59 |
| 2200 | Property Maintenance & Repair Supplies | \$358,415.00 | \$1,050.00 | \$298,082.48 | \$32,208.34 | \$36,640.22 | \$79,058.08 | \$113,374.32 | \$280,335.87 | \$359,393.95 | 100.0% | \$71.05 |
| 2300 | Motor Equipment Fuel & Supplies | \$105,665.00 | \$830.04 | \$92,977.86 | \$10,009.60 | \$11,273.79 | \$19,302.44 | \$27,168.92 | \$80,783.94 | \$100,086.38 | 94.0% | \$6,408.66 |
| 2500 | Supplies for Resale | \$229,885.00 | \$0.00 | \$148,494.30 | \$2,673.00 | \$3,266.39 | \$8,173.00 | \$56,601.39 | \$146,806.00 | \$154,979.00 | 67.4% | \$74,906.00 |
| | SUBTOTAL -- SUPPLIES | \$1,400,000.00 | \$20,206.48 | \$1,167,782.50 | \$104,930.09 | \$107,125.48 | \$237,891.36 | \$333,928.00 | \$934,987.82 | \$1,172,879.18 | 82.6% | \$247,327.30 |
| 3000s | PURCHASED & CONTRACTED SERVICES | 15.6% | | | | | | | | | | |
| 3100 | Travel & Meeting Expenses | \$167,810.00 | \$0.00 | \$178,640.91 | \$8,849.60 | \$24,927.67 | \$35,202.86 | \$37,813.56 | \$0.00 | \$35,202.86 | 21.0% | \$132,607.14 |
| 3200 | Communications-Printing & Publications | \$1,111,960.00 | \$750.00 | \$809,582.34 | \$86,256.79 | \$86,701.66 | \$208,581.91 | \$212,261.51 | \$251,654.67 | \$460,236.58 | 41.4% | \$652,473.42 |
| 3300 | Property Maintenance & Repair Service | \$2,960,052.00 | \$49,224.69 | \$2,685,945.06 | \$198,262.80 | \$193,954.17 | \$463,277.77 | \$728,864.18 | \$2,239,306.73 | \$2,702,584.50 | 89.8% | \$306,692.19 |
| 3400 | Insurance | \$302,500.00 | \$0.00 | \$259,684.00 | \$30,994.00 | \$32,741.00 | \$30,994.00 | \$32,741.00 | \$271,506.00 | \$302,500.00 | 100.0% | \$0.00 |
| 3500 | Rents and Leases | \$772,855.00 | \$0.00 | \$766,467.97 | \$64,042.06 | \$59,138.40 | \$191,963.70 | \$197,022.18 | \$566,736.30 | \$758,700.00 | 98.2% | \$14,155.00 |
| 3600 | Utilities | \$1,676,380.00 | \$0.00 | \$1,703,600.27 | \$121,118.47 | \$233,680.66 | \$396,032.81 | \$512,158.65 | \$0.00 | \$396,032.81 | 23.6% | \$1,280,347.19 |
| 3700 | Professional Services | \$1,943,273.00 | \$24,382.00 | \$2,260,765.84 | \$396,724.01 | \$420,682.18 | \$541,608.27 | \$685,940.20 | \$804,329.25 | \$1,345,937.52 | 68.4% | \$621,717.48 |
| 3900 | Other Contracted Services | \$1,565,170.00 | \$0.00 | \$1,527,418.17 | \$76,379.17 | \$53,962.26 | \$740,513.01 | \$352,774.10 | \$634,160.85 | \$1,374,673.86 | 87.8% | \$190,496.14 |
| | SUBTOTAL -- CONTRACTED SERVICES | \$10,500,000.00 | \$74,356.69 | \$10,192,104.56 | \$982,626.90 | \$1,105,788.00 | \$2,608,174.33 | \$2,759,575.38 | \$4,767,693.80 | \$7,375,868.13 | 69.8% | \$3,198,488.56 |
| 4000s | LIBRARY MATERIALS & INFORMATION | 13.2% | | | | | | | | | | |
| 4100 | Books & Pamphlets | \$5,190,953.00 | \$318,318.88 | \$5,760,436.64 | \$504,647.71 | \$1,269,143.77 | \$1,535,564.12 | \$2,255,892.45 | \$551,738.85 | \$2,087,302.97 | 37.9% | \$3,421,968.91 |
| 4200 | Periodicals | \$268,020.00 | \$10.00 | \$187,694.61 | \$675.89 | \$7,576.26 | \$11,202.87 | \$8,396.89 | \$10.00 | \$11,212.87 | 4.2% | \$256,817.13 |
| 4300 | Audiovisual Material | \$2,120,059.00 | \$207,574.96 | \$1,546,354.32 | \$123,319.15 | \$291,435.09 | \$590,871.37 | \$548,534.18 | \$175,032.98 | \$765,904.35 | 32.9% | \$1,561,729.61 |
| 4500 | Computer Services & Information | \$1,260,986.00 | \$0.00 | \$1,249,748.68 | \$63,643.93 | \$49,505.42 | \$236,637.65 | \$217,860.85 | \$0.00 | \$236,637.65 | 18.8% | \$1,024,348.35 |
| 4700 | Library Material Repair & Restoration | \$1,000.00 | \$0.00 | \$189.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.0% | \$1,000.00 |
| 4900 | Library Materials-Other | \$62,482.00 | \$2,777.86 | \$32,958.92 | \$953.04 | \$3,452.19 | \$2,821.06 | \$4,267.02 | \$506.18 | \$3,327.24 | 5.1% | \$61,932.62 |
| | SUBTOTAL -- LIBRARY MATERIALS | \$8,903,500.00 | \$528,681.70 | \$8,777,382.17 | \$693,239.72 | \$1,621,112.73 | \$2,377,097.07 | \$3,034,951.39 | \$727,288.01 | \$3,104,385.08 | 32.9% | \$6,327,796.62 |
| 5000s | CAPITAL OUTLAY | 4.7% | | | | | | | | | | |
| 5100 | Purchase of Land | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.0% | \$0.00 |
| 5400 | Building Improvements | \$800,000.00 | \$308,761.30 | \$826,905.18 | \$0.00 | \$0.00 | \$163,838.91 | \$57,914.00 | \$100,554.12 | \$264,393.03 | 23.8% | \$844,368.27 |
| 5500 | Furniture & Equipment | \$2,305,000.00 | \$116,902.11 | \$421,589.50 | \$20,518.01 | \$7,876.74 | \$81,838.84 | \$32,178.75 | \$190,526.29 | \$272,365.13 | 11.2% | \$2,149,536.98 |
| 5700 | Motor Vehicles | \$95,000.00 | \$0.00 | \$190,013.50 | \$0.00 | \$0.00 | \$83,906.50 | \$59,878.00 | \$0.00 | \$83,906.50 | 88.3% | \$11,093.50 |
| | SUBTOTAL -- CAPITAL OUTLAY | \$3,200,000.00 | \$425,663.41 | \$1,438,508.18 | \$20,518.01 | \$7,876.74 | \$329,584.25 | \$149,970.75 | \$291,080.41 | \$620,664.66 | 17.1% | \$3,004,998.75 |
| 7000s | OTHER OBJECTS | 0.1% | | | | | | | | | | |
| 7100 | Dues and Memberships | \$43,015.00 | \$0.00 | \$43,929.99 | \$1,393.77 | \$382.00 | \$35,403.74 | \$32,916.00 | \$0.00 | \$35,403.74 | 82.3% | \$7,611.26 |
| 7200 | Taxes and Assessments | \$31,990.00 | \$0.00 | \$32,559.86 | \$2,090.19 | \$1,975.73 | \$12,457.22 | \$11,330.10 | \$0.00 | \$12,457.22 | 38.9% | \$19,532.78 |
| 7500 | Refunds and Reimbursements | \$8,495.00 | \$0.00 | \$5,384.83 | \$123.79 | \$142.67 | \$210.76 | \$1,764.26 | \$0.00 | \$210.76 | 2.5% | \$8,284.24 |
| 7900 | Other Miscellaneous Expenses | \$1,500.00 | \$0.00 | \$684.50 | \$0.00 | \$0.00 | \$1,225.24 | \$163.50 | \$0.00 | \$1,225.24 | 81.7% | \$274.76 |
| | SUBTOTAL -- OTHER OBJECTS | \$85,000.00 | \$0.00 | \$82,559.18 | \$3,607.75 | \$2,500.40 | \$49,296.96 | \$46,173.86 | \$0.00 | \$49,296.96 | 58.0% | \$35,703.04 |
| 8000s | CONTINGENCY | 0.3% | | | | | | | | | | |
| 8999 | Contingency | \$170,208.39 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.0% | \$170,208.39 |
| | SUBTOTAL -- CONTINGENCY | \$170,208.39 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.0% | \$170,208.39 |
| 9000s | TRANSFERS OUT | 7.6% | | | | | | | | | | |
| 9899 | Advances to Other Funds | \$0.00 | \$0.00 | \$25,084.06 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.0% | \$0.00 |
| 9999 | Transfers to Other Funds | \$5,150,000.00 | \$0.00 | \$5,002,352.91 | \$0.00 | \$0.00 | \$7,880.83 | \$0.00 | \$0.00 | \$7,880.83 | 0.2% | \$5,142,119.17 |
| | SUBTOTAL -- TRANSFERS OUT | \$5,150,000.00 | \$0.00 | \$5,027,436.97 | \$0.00 | \$0.00 | \$7,880.83 | \$0.00 | \$0.00 | \$7,880.83 | 0.2% | \$5,142,119.17 |
| | GRAND TOTAL -- General Fund | \$67,458,708.39 | \$1,048,908.28 | \$64,160,058.09 | \$4,707,352.20 | \$5,683,180.37 | \$14,786,302.42 | \$15,286,996.68 | \$6,721,050.04 | \$21,507,352.46 | 31.4% | \$47,000,264.21 |

| CUYAHOGA COUNTY PUBLIC LIBRARY | | | | | | | | | | | | |
|--------------------------------|---|-----------------------|-------------------------|------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|-----------------|-------------------|-----------------|
| BUDGET EXPENDITURE STATUS | | | | | | | | | | | | |
| Fiscal 2019 -March | | | | | | | | | | | | 25% of Year |
| FUND | Line Item Description | 2019 Appropriation | 2018 C/O Encumbrance | 2018 Final Expended | 2019 MTD Expended | 2018 MTD Expended | 2019 YTD Expended | 2018 YTD Expended | 2019 ENC + PY Enc | 2019 Exp+Enc | 2019 % Exp+Enc | 2019 Balance |
| 223 | TOTAL -- Project Build | \$10,000.00 | \$0.00 | \$1,149.24 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.0% | \$10,000.00 |
| 232 | TOTAL -- Entrepreneurships Adult & Youth | \$65,090.26 | \$0.00 | \$55,558.33 | \$9,045.81 | \$0.00 | \$11,104.17 | \$5,000.00 | \$0.00 | \$11,104.17 | 17.1% | \$53,986.09 |
| 236 | TOTAL -- Cleveland Foundation Encore Initiative | \$17,199.21 | \$0.00 | \$41,905.37 | \$13,949.21 | \$11,354.58 | \$17,199.21 | \$14,604.58 | \$0.00 | \$17,199.21 | 100.0% | \$0.00 |
| 242 | TOTAL -- MyCom Neighborhood | \$21,525.50 | \$0.00 | \$81,872.23 | \$7,086.93 | \$4,635.98 | \$21,525.50 | \$13,397.73 | \$0.00 | \$21,525.50 | 100.0% | \$0.00 |
| 243 | TOTAL -- Memory Lab | \$8,468.18 | \$0.00 | \$47,910.23 | \$1,438.28 | \$1,470.00 | \$2,636.28 | \$17,444.57 | \$499.00 | \$3,135.28 | 37.0% | \$5,332.90 |
| 244 | TOTAL -- WVH Garden Grant | \$1,041.09 | \$0.00 | \$3,365.65 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.0% | \$1,041.09 |
| 247 | TOTAL -- Adult Education Services | \$1,079,746.99 | \$0.00 | \$1,341,764.87 | \$172,725.79 | \$79,080.53 | \$331,138.59 | \$256,273.43 | \$128,875.88 | \$460,014.47 | 42.6% | \$619,732.52 |
| 248 | TOTAL -- Project Learn | \$554,054.42 | \$0.00 | \$278,389.96 | \$30,745.90 | \$34,920.37 | \$70,191.40 | \$91,907.52 | \$3,657.00 | \$73,848.40 | 13.3% | \$480,206.02 |
| 249 | TOTAL -- Baby Club | \$81,250.53 | \$0.00 | \$14,921.58 | \$1,999.12 | \$1,382.25 | \$13,228.13 | \$1,416.76 | \$19,226.50 | \$32,454.63 | 39.9% | \$48,795.90 |
| 253 | TOTAL -- IPAD Lab | \$1,638.36 | \$0.00 | \$5,486.64 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.0% | \$1,638.36 |
| 256 | TOTAL -- Food & Culinary Literacy Programs | \$42,600.00 | \$0.00 | \$22,900.00 | \$12,623.02 | \$0.00 | \$13,180.89 | \$0.00 | \$1,839.85 | \$15,020.74 | 35.3% | \$27,579.26 |
| 257 | TOTAL -- Hotspot Lending Program | \$50,809.00 | \$0.00 | \$41,934.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.0% | \$50,809.00 |
| 270 | TOTAL -- Homework Centers | \$174,554.37 | \$0.00 | \$282,913.12 | \$33,370.92 | \$31,687.55 | \$75,827.34 | \$71,165.24 | \$4,614.97 | \$80,442.31 | 46.1% | \$94,112.06 |
| 280 | TOTAL -- Summer Camps | \$125,000.00 | \$0.00 | \$106,034.16 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.0% | \$125,000.00 |
| 290 | TOTAL -- Kindergarten & Baby Kits | \$33,500.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$3,560.00 | \$3,560.00 | 10.6% | \$29,940.00 |
| 293 | TOTAL -- Special School Programming | \$227,046.25 | \$0.00 | \$212,875.96 | \$25,907.53 | \$25,311.57 | \$43,650.29 | \$40,963.97 | \$67,471.99 | \$111,122.28 | 48.9% | \$115,923.97 |
| 301 | TOTAL -- Note Retirement Fund | \$4,665,506.00 | \$0.00 | \$4,665,481.26 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.0% | \$4,665,506.00 |
| 402 | TOTAL -- Capital Fund | \$7,000,000.00 | \$137,830.74 | \$6,709,357.06 | \$93,462.36 | \$85,207.39 | \$219,068.21 | \$2,097,669.55 | \$567,685.61 | \$786,753.82 | 11.0% | \$6,351,076.92 |
| 701 | TOTAL -- Trust Fund (Regular) | \$140,000.00 | \$12,256.37 | \$855,404.56 | \$3,658.96 | \$4,154.92 | \$9,413.93 | \$7,692.52 | \$22,353.45 | \$31,767.38 | 20.9% | \$120,488.99 |
| 702 | TOTAL -- Trust Fund (Special) | \$70,000.00 | \$35,550.00 | \$2,410,574.17 | \$0.00 | \$79,000.00 | \$42,061.94 | \$106,808.00 | \$897.39 | \$42,959.33 | 40.7% | \$62,590.67 |
| 801 | TOTAL -- Endowment Fund | \$75,000.00 | \$0.00 | \$822.64 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.0% | \$75,000.00 |
| 901 | TOTAL -- Agency Fund (FSA) | \$110,000.00 | \$0.00 | \$100,000.00 | \$10,308.73 | \$14,201.18 | \$36,149.98 | \$41,021.50 | \$0.00 | \$36,149.98 | 32.9% | \$73,850.02 |
| | | | | | | | | | | | | |
| | GRAND TOTAL -- All Funds | \$14,554,030.16 | \$185,637.11 | \$17,280,621.03 | \$416,322.56 | \$372,406.32 | \$906,375.86 | \$2,765,365.37 | \$820,681.64 | \$1,727,057.50 | 11.7% | \$13,012,609.77 |

| CUYAHOGA COUNTY PUBLIC LIBRARY | | | | | | | |
|--------------------------------|-----|-----------------|-------------------|--------------------------|-------------------------|---------------------|--------|
| Capital Fund Balances | | | | | | | |
| Fiscal 2019 --March | | | | | | | |
| FUND | CC | Project Budget | 2018 Expenditures | Expenditures To Date (1) | Encumbered & Unpaid (2) | Project Balance (3) | STATUS |
| Capital Fund - 402 | | | | | | | |
| Bay | 004 | \$7,500,000.00 | \$87,340.13 | \$307,239.63 | \$502,659.87 | \$6,690,100.50 | |
| Maple Heights | 037 | \$550,000.00 | \$97,614.91 | \$480,066.68 | \$30,297.24 | \$39,636.08 | |
| Richmond | 070 | \$2,000,000.00 | \$34,729.50 | \$34,729.50 | \$0.00 | \$1,965,270.50 | |
| Total Capital Fund - 402 | | \$10,050,000.00 | \$219,684.54 | \$822,035.81 | \$532,957.11 | \$8,695,007.08 | |



| CUYAHOGA COUNTY PUBLIC LIBRARY | | | | | |
|---|---------------------------|------------------------|---------------------|-------------------------|-----------------|
| All Funds Cash Balance | | | | | |
| Fiscal 2018 --March 2019 | | | | | |
| Fund | Beginning Cash Balance | 2019 March Receipts | Receipts To Date | Expenditures To Date | Cash Balance |
| General Fund | \$2,900,905.26 | \$3,936,907.74 | \$26,298,335.30 | \$14,786,302.42 | \$14,412,938.14 |
| Debt Service | \$418.70 | \$0.00 | \$0.00 | \$0.00 | \$418.70 |
| Capital Fund - 402 | \$15,125,123.85 | \$23,667.87 | \$73,486.81 | \$219,068.21 | \$14,979,542.45 |
| Trust Fund - Regular | \$772,058.63 | \$17,903.83 | \$46,560.94 | \$9,413.93 | \$809,205.64 |
| Trust Fund - Special | \$651,066.52 | \$1,424.36 | \$4,854.84 | \$42,061.94 | \$613,859.42 |
| Endowment Fund | \$79,139.62 | \$171.95 | \$495.56 | \$0.00 | \$79,635.18 |
| Agency Fund | \$49,790.20 | \$8,611.66 | \$25,959.98 | \$36,149.98 | \$39,600.20 |
| Project Build | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Keybank FNDTH College Prep/Entrepreneurship | \$63,465.26 | \$0.00 | \$0.00 | \$11,104.17 | \$52,361.09 |
| Cleveland Foundation Encore Initiative | \$17,199.21 | \$0.00 | \$0.00 | \$17,199.21 | \$0.00 |
| MyCom Neighborhood | \$21,225.66 | \$0.00 | \$0.00 | \$21,525.50 | (\$299.84) |
| Memory Lab Grant | \$8,468.18 | \$0.00 | \$0.00 | \$2,636.28 | \$5,831.90 |
| WVH Garden Grant | \$1,041.09 | \$0.00 | \$0.00 | \$0.00 | \$1,041.09 |
| Adult Education Services (AES) | \$37,083.67 | \$1,253.78 | \$163,297.75 | \$331,138.59 | (\$130,757.17) |
| Project Learn | \$194,861.40 | \$13,406.88 | \$33,148.88 | \$70,191.40 | \$157,818.88 |
| Baby Club | \$37,488.41 | \$0.00 | \$0.00 | \$13,228.13 | \$24,260.28 |
| IPAD Lab | \$1,638.36 | \$0.00 | \$0.00 | \$0.00 | \$1,638.36 |
| Food & Culinary Literacy Programs | \$42,600.00 | \$0.00 | \$10,000.00 | \$13,180.89 | \$39,419.11 |
| Hotspot Lending Program | \$0.00 | \$0.00 | \$22,500.00 | \$0.00 | \$22,500.00 |
| Homework Centers | \$39,884.37 | \$0.00 | \$40,500.00 | \$75,827.34 | \$4,557.03 |
| Summer Camps | \$5,000.00 | \$2,500.00 | \$7,500.00 | \$0.00 | \$12,500.00 |
| Kindergarten and Baby Kits | \$13,500.00 | \$0.00 | \$20,000.00 | \$0.00 | \$33,500.00 |
| Special School Programming | \$0.00 | \$29,695.00 | \$74,526.36 | \$43,650.29 | \$30,876.07 |
| | | | | | |
| SUBTOTAL | \$20,061,958.39 | \$4,035,543.07 | \$26,821,166.42 | \$15,692,678.28 | \$31,190,446.53 |

| CUYAHOGA COUNTY PUBLIC LIBRARY | | | | | | |
|-------------------------------------|---------------------------------|-----------------|----------------|--------------------|--------------------|-------------|
| Investments Approval | | | | | | |
| Fiscal 2019 --March | | | | | | |
| Description | Institution of Deposit | Par Value/Qty. | Purchase Yield | Purchase Date | Maturity Date | % of Assets |
| Money Market Funds | | | | | | |
| Sweep Account | Key Bank | \$5,210,880.34 | 1.01% | n/a | n/a | 16.55% |
| Money Market Fund | Northwest Bank | \$100.00 | 0.00% | n/a | n/a | 0.00% |
| Money Market Fund | US Bank | \$18,944.46 | 2.28% | n/a | n/a | 0.06% |
| Money Market Fund | Fifth Third | \$53,645.03 | 2.19% | n/a | n/a | 0.17% |
| ICS Account | TriState Capital | \$0.00 | 0.52% | n/a | n/a | 0.00% |
| Star Ohio Accounts | | | | | | |
| Star Ohio Accounts | Star Ohio | \$15,592,711.00 | 2.58% | n/a | n/a | 49.54% |
| US Treasury | | | | | | |
| US Government Agency Discount Notes | | | | | | |
| Commercial Paper | | | | | | |
| Natixis NY | Dbtc Americas | \$100,000.00 | 2.82% | January 28, 2019 | September 25, 2019 | 0.32% |
| ING US Funding | ING Financial Markets LLC | \$210,000.00 | 2.73% | October 30, 2018 | April 26, 2019 | 0.67% |
| Toyota Motor Credit Co | Citibank | \$370,000.00 | 2.74% | October 30, 2018 | May 13, 2019 | 1.18% |
| Bnp Paribas | Bnp Paribas NY | \$370,000.00 | 2.77% | October 30, 2018 | April 29, 2019 | 1.18% |
| Natixis NY | Dbtc Americas | \$275,000.00 | 2.71% | February 15, 2019 | September 12, 2019 | 0.87% |
| JP Morgan Securities | JP Morgan Securities LLC | \$370,000.00 | 2.68% | February 27, 2019 | November 22, 2019 | 1.18% |
| Mufg Bank Ltd | Mufg Union Bk | \$300,000.00 | 2.73% | February 27, 2019 | November 22, 2019 | 0.95% |
| Certificate of Deposit | | | | | | |
| Certificate of Deposit | Discover Bank | \$247,000.00 | 2.30% | October 19, 2015 | September 30, 2020 | 0.78% |
| Certificate of Deposit | Capital One National Bank | \$247,000.00 | 2.28% | October 19, 2015 | October 7, 2020 | 0.78% |
| Certificate of Deposit | Capital One National Bank | \$247,000.00 | 2.28% | October 19, 2015 | October 7, 2020 | 0.78% |
| Certificate of Deposit | Goldman Saks Bank | \$247,000.00 | 2.20% | October 21, 2015 | October 21, 2020 | 0.78% |
| Certificate of Deposit | Amex Centurion | \$247,000.00 | 2.27% | October 29, 2015 | October 28, 2020 | 0.78% |
| Certificate of Deposit (CDARS) | TriState Capital | \$2,110,121.61 | 2.60% | December 20, 2018 | June 20, 2019 | 6.70% |
| Certificate of Deposit | Fifth Third Bank | \$245,000.00 | 2.45% | March 27, 2019 | March 27, 2020 | 0.78% |
| Certificate of Deposit | Mutual Savings Bank | \$245,000.00 | 2.45% | March 27, 2019 | March 27, 2020 | 0.78% |
| Certificate of Deposit | State Bank of India | \$245,000.00 | 2.45% | March 27, 2019 | March 25, 2020 | 0.78% |
| Certificate of Deposit | Wells Fargo Bank National Assoc | \$250,000.00 | 2.10% | March 14, 2018 | April 15, 2019 | 0.79% |
| Agency Securities | | | | | | |
| Federal National Mortgage | Davidson DA & Company | \$1,100,000.00 | 1.50% | September 30, 2016 | September 30, 2020 | 3.49% |
| Federal National Mortgage | Davidson DA & Company | \$550,000.00 | 1.42% | July 27, 2016 | July 27, 2020 | 1.75% |
| Federal National Mortgage | Citigroup Global Markets, Inc. | \$555,000.00 | 0.88% | August 9, 2016 | August 5, 2019 | 1.76% |
| Federal National Mortgage | Davidson DA & Company | \$1,040,000.00 | 1.40% | August 30, 2016 | August 28, 2020 | 3.30% |
| Federal National Mortgage | Fcstone Financial Inc. | \$1,030,000.00 | 1.60% | August 30, 2016 | August 24, 2021 | 3.27% |
| TOTAL PORTFOLIO | | \$31,476,402.44 | | | | 100.00% |

CUYAHOGA COUNTY PUBLIC LIBRARY
Purchase Approval List
April 30, 2019

| <i>Item</i> | <i>Quantity</i> | <i>Description</i> | <i>Supplier</i> | <i>Unit Cost</i> | <i>Total Amount</i> |
|-------------|-----------------|--|-----------------------|------------------|---------------------|
| | | ENCUMBRANCE INCREASES | | | |
| 1 | | Construction legal services | | | |
| | | SUMMARY: Necessary to increase amount from \$14,706 to \$20,000 due to additional services needed. | | | |
| | | As requested by the Operations-Facilities Division. | Roetzel & Andress LPA | | \$5,294.00 |
| 2 | | Managed print service | | | |
| | | SUMMARY: Necessary to increase amount from \$108,000 to \$108,060 due to monthly service fee increase. | | | |
| | | As requested by the Operations-Finance Division. | ComDoc Inc | | \$60.00 |
| | | RENEWAL PURCHASES | | | |
| 3 | | Raisers Edge NXT software renewal | | | |
| | | SUMMARY: Necessary to renew fundraising software used by the Foundation department. As requested by the Information Technologies Division. | Blackbaud | | \$16,373.00 |
| 4 | | iPad management software for LLD | | | |
| | | SUMMARY: Needed by Learning & Literacy Division to update & manage iPad usage. As requested by the Information Technologies Division. | JAMF Software LLC | | \$15,516.00 |
| | | GRANT PURCHASES | | | |
| 5 | | Printing of 'Baby & Me' kits | | | |
| | | SUMMARY: Necessary for printing of 5 materials for Baby kits. As requested by the Communications and External Relations Division. | Master Printing | | \$17,000.00 |

CUYAHOGA COUNTY PUBLIC LIBRARY**Purchase Approval List****April 30, 2019**

| Item | Quantity | Description | Supplier | Unit Cost | Total Amount |
|-------------|-----------------|--|-----------------------|------------------|---------------------|
| | | NEW PURCHASES | | | |
| 6 | | Parking lot repairs | | | |
| | | | | | |
| | | SUMMARY: Necessary to seal and repair cracks in 7 lots in the system. | Midwest Parking | | |
| | | As requested by the Operations-Facilities Division | Lot Maintenance, LLC. | | \$50,570.00 |
| | | | | | |
| 7 | | Delivery area renovation at Beachwood branch | | | |
| | | | | | |
| | | SUMMARY: Necessary to revitalize and enhance the functionality of the existing | | | |
| | | delivery room at Beachwood. | | | |
| | | As requested by the Operations-Facilities Division | Nehemiah Renovations | | \$17,300.00 |
| | | | | | |
| | | | | | |

Cuyahoga County Public Library
Gift Report / March 1-31, 2019

| Gift Amount | Donor | Recipient | Purpose |
|-------------|--------------------------------------|----------------------------------|---|
| \$2,000.00 | Peter Bausch & J. Holland | CCPL | donation for "late fee" reimbursement from Life magazine from 1968 returned in 2019 |
| \$2,500.00 | Gail and Bill Calfee | CCPL | Summer Camps 2019 |
| \$160.00 | Friends of the Chagrin Falls Branch | Chagrin Falls Branch Trust Fund | March programming and supplies |
| \$1,063.16 | Friends of the Orange Branch | Orange Branch Trust Fund | March programming and supplies |
| \$1,520.88 | Friends of the Bay Village Branch | Bay Village Branch Trust Fund | March programming and supplies |
| \$171.16 | Friends of the Brecksville Branch | Brecksville Branch Trust Fund | March programming and supplies |
| \$536.43 | Friends of the Independence Branch | Independence Branch Trust Fund | March programming and supplies |
| \$11.83 | Friends of the Gates Mills Branch | Gates Mills Branch Trust Fund | March programming and supplies |
| \$397.86 | Friends of the Brooklyn Branch | Brooklyn Branch Trust Fund | March programming and supplies |
| \$100.00 | Friends of the Berea Branch | Berea Branch Trust Fund | March programming and supplies |
| \$542.12 | Friends of the Beachwood Branch | Beachwood Branch Trust Fund | March programming and supplies |
| \$2,807.98 | Friends of the Olmsted Falls Branch | Olmsted Falls Branch Trust Fund | March programming and supplies |
| \$5,325.00 | Friends of the North Olmsted Branch | North Olmsted Branch Trust Fund | March programming and supplies |
| \$275.00 | Friends of the Solon Branch | Solon Branch Trust Fund | March programming and supplies |
| \$85.98 | Friends of the Southeast Branch | Bedford Branch Trust Fund | March programming and supplies |
| \$557.76 | Friends of the Strongsville Branch | Strongsville Branch Trust Fund | March programming and supplies |
| \$133.86 | Friends of the Brook Park Branch | Brook Park Branch Trust Fund | March programming and supplies |
| \$125.00 | Friends of the Parma Heights Branch | Parma Heights Branch Trust Fund | March programming and supplies |
| \$150.00 | Friends of the North Royalton Branch | North Royalton Branch Trust Fund | March programming and supplies |
| \$1,000.00 | Friends of the Solon Branch | Solon Branch Trust Fund | For furniture purchase |
| \$188.77 | Friends of the Orange Branch | Orange Branch Trust Fund | Spring programming supplies |
| \$649.54 | Friends of the Beachwood Branch | Beachwood Branch Trust Fund | Cricut machine |
| \$1,850.00 | Friends of the Chagrin Falls Branch | Chagrin Falls Branch Trust Fund | For new tables |
| \$250.00 | Lander Circle Kiwanis Club | Orange Branch Trust Fund | For the purchase of Xbox One and Nintendo Switch games |
| \$5,000.00 | Estate of Sandra V. Montegani | CCPL | General Operating |

Cuyahoga County Public Library

Resolution To Amend Official Certificate of Estimated Resources and Amend Appropriations

Whereas, the current Certificate of Estimated Resources and Appropriations need to be amended for the year ending December 31, 2019.

Now therefore be it resolved, by the Board of Trustees of Cuyahoga County Public Library amend the Official Certificate of Estimated Resources and Amend the Appropriations as follows:

Official Certificate of Estimated Resources

Special Revenue Fund:

| | |
|--------------------------------------|---------------|
| 242 – MyCom Neighborhood | \$ 200,000.00 |
| 244 – WVH Garden Grant | \$ 2,000.00 |
| 256 – Food & Culinary Literacy Grant | \$ 18,000.00 |
| 293 – Special School Programing | \$ 25,020.00 |

Appropriations Amendment

Special Revenue Fund:

| | |
|--------------------------------------|---------------|
| 242 – MyCom Neighborhood | \$ 200,000.00 |
| 244 -- WVH Garden Grant | \$ 2,000.00 |
| 256 – Food & Culinary Literacy Grant | \$ 18,000.00 |
| 293 – Special School Programing | \$ 25,020.00 |

Approved 30 April 2019

Patricia A. Shlonsky
President

Dean E. DePiero
Secretary

CUYAHOGA COUNTY PUBLIC LIBRARY

Resolution to Approve Public Library Fund Allocation 2018-2021

WHEREAS, the nine independent free public library systems in Cuyahoga County entered into an agreement with the Cuyahoga County Budget Commission for the allocation of the Public Library Fund;

WHEREAS, the directors of the nine independent free public libraries have met together to negotiate in good faith and have agreed, subject to the approval of each library's respective Board of Trustees and the Cuyahoga County Budget Commission, to enter into a new Agreement; and

WHEREAS, the libraries have agreed that for the four-year period commencing January 1, 2018 and ending December 31, 2021, the libraries will retain the current percentage allocations with regard to distributions from the Public Library Fund that are equal to or less than the amount distributed to all the libraries from the Fund in the year 2007; and

WHEREAS, the percentage of Funds to be allocated to the Cuyahoga County Public Library under the Agreement is 38.23690% of Funds equal to or less than 2007 Base Year distribution, and 48.08% of Funds in excess of the 2007 Base Year distribution; and

WHEREAS, this Board of Trustees has determined that the allocation set forth above is fair and reasonable.

NOW, THEREFORE BE IT RESOLVED, that subject to the approval of the Cuyahoga County Budget Commission, and each of the independent free library systems in Cuyahoga County, this Board hereby approves an Agreement commencing January 1, 2018 and terminating December 31, 2021 on the terms and conditions set forth in the Agreement, which substantially conforms to the agreement attached to this resolution and incorporated herein by reference, which provides that the percentage of Funds to be allocated to the Cuyahoga County Public Library under the Agreement is 38.23690% of Funds equal to or less than 2007 Base Year distribution, and 48.08% of Funds in excess of the 2007 Base Year distribution;

NOW, THEREFORE BE IT FURTHER RESOLVED, that the President and Secretary of the Board of Trustees are hereby authorized, empowered and directed, in the name and on behalf of the Board of Trustees to execute any agreements, amendments, or other documents necessary or appropriate to effectuate the agreement in accordance with the Resolution, on behalf of the Board of Trustees.

Approved 30 April 2019

X_____

Patricia A. Shlonsky
President

X_____

Dean E. DePiero
Secretary

PLF AGREEMENT BETWEEN THE NINE LIBRARIES OF CUYAHOGA COUNTY 2018-2021

This Agreement ("Agreement") is entered into in Cuyahoga County, Ohio by and between the various free public libraries in Cuyahoga County, Ohio, including: Cleveland Heights-University Heights Public Library, Cleveland Public Library, Cuyahoga County Public Library, East Cleveland Public Library, Euclid Public Library, Lakewood Public Library, Porter (Westlake) Public Library, Rocky River Public Library, Shaker Heights Public Library ("the libraries") and the Cuyahoga County Budget Commission, pursuant to resolutions duly adopted by the above-referenced Boards of Library trustee, and the Cuyahoga County Budget Commission (copies of which are attached).

WHEREAS, the libraries constitute all of the libraries in Cuyahoga County entitled to participate in the fund presently referred to in R.C. 5705.28 and R.C. 5705.32 as the county Public Library Fund, formerly known as the county Library and Local Government Support Fund (hereinafter referred to as the "Fund"); and

WHEREAS, the libraries have in the past found that the statutory framework for allocating that fund has not always resulted in satisfactory allocations, and has led to appeals and litigation involving the libraries; and

WHEREAS, trustee and directors of the various libraries have met together in good faith to agree upon specific percentage allocations of the Fund for each library in order to eliminate disputes and litigation with regard to such allocations; and

WHEREAS, the libraries have agreed that for the four-year period commencing January 1, 2018 through December 31, 2021, the libraries will retain the current percentage allocations with regard to distributions from the Fund that are equal to or less than the amount distributed to all the libraries from the Fund in the year 2007 ("2007 Base Year"); and

WHEREAS, the libraries have further agreed that should the Fund receipts exceed the amount distributed to the libraries in the 2007 Base Year during the four-year period from 2018-2021, any excess shall be subject to a new agreed-upon percentage allocations, which new percentage allocations are based solely upon 2010 U.S. Census population figures;

NOW, THEREFORE, subject to the approval of the Cuyahoga County Budget Commission, the libraries hereby agree that the Budget Commission shall order an allocation of the Fund for the years 2018, 2019, 2020, and 2021 (the "subject years") in accordance with the following percentages:

CLEVELAND HEIGHTS – UNIVERSITY HEIGHTS PUBLIC LIBRARY

4.80750 %

of Funds equal to or less than 2007 Base Year distribution

4.52 %

of Funds in excess of 2007 Base Year distribution

CLEVELAND PUBLIC LIBRARY

41.18430 %

of Funds equal to or less than 2007 Base Year distribution

31.17 %

of Funds in excess of 2007 Base Year distribution

CUYAHOGA COUNTY PUBLIC LIBRARY

38.23690 %

of Funds equal to or less than 2007 Base Year distribution

48.08 %

of Funds in excess of 2007 Base Year distribution

EAST CLEVELAND PUBLIC LIBRARY

2.59000 %

of Funds equal to or less than 2007 Base Year distribution

1.63 %

of Funds in excess of 2007 Base Year distribution

EUCLID PUBLIC LIBRARY

3.30830 %

of Funds equal to or less than 2007 Base Year distribution

3.82 %

of Funds in excess of 2007 Base Year distribution

LAKEWOOD PUBLIC LIBRARY

3.64400 %

of Funds equal to or less than 2007 Base Year distribution

4.06 %

of Funds in excess of 2007 Base Year distribution

| |
|---|
| <p>PORTER (WESTLAKE) PUBLIC LIBRARY</p> <p>2.14310 %</p> <p>of Funds equal to or less than 2007 Base Year distribution</p> <p>2.55 %</p> <p>of Funds in excess of 2007 Base Year distribution</p> |
| <p>ROCKY RIVER PUBLIC LIBRARY</p> <p>1.25070 %</p> <p>of Funds equal to or less than 2007 Base Year distribution</p> <p>1.61 %</p> <p>of Funds in excess of 2007 Base Year distribution</p> |
| <p>SHAKER HEIGHTS PUBLIC LIBRARY</p> <p>2.83520 %</p> <p>of Funds equal to or less than 2007 Base Year distribution</p> <p>2.52 %</p> <p>of Funds in excess of 2007 Base Year distribution</p> |

When a budget for each library has been adopted in accordance with Ohio Revised Code 5705.28, the Budget Commission shall fix the amount of the fund to be distributed to each library board of trustees pursuant to § 5705.32 for the ensuing calendar year in accordance with this Agreement, or as otherwise unanimously agreed to in writing by the libraries and the Budget Commission.

When the Budget Commission orders an allocation distribution of the Fund in accordance with the terms of this agreement and any agreement of the libraries provided for herein, each library shall refrain from challenging and/or appealing the distribution of the fund to the Board of Tax appeals, or to any other agency or court of competent jurisdiction. The only basis upon which any library may challenge any such distribution shall be on the basis that the Budget Commission failed to follow the provisions of this Agreement and any agreement of the libraries provided for herein for any of the subject years.

In the event that during the term of this agreement one library should cease to operate or be included with another, the libraries and the Cuyahoga County Budget Commission agree to meet to discuss any revision to the allocation set forth above and amend the agreement accordingly.

In addition to the foregoing, the libraries agree that they will do the following:

- (a) The directors of each library will attend a meeting to be held at least twice a year during years 2018 through 2021 in order to discuss the percentage share of the Fund to be allocated amongst the libraries after 2021, which discussions shall consider a new percentage allocation formula

taking into consideration the 2020 U.S. Census population figures, and in order to foster continued good faith and cooperation between the libraries. The directors will also explore ways and opportunities to utilize more effectively their resources to better serve their patrons and to achieve the goals of this agreement;

- (b) The libraries will work together through available political, civic and media channels to maintain and increase the level of financial support Ohio law provides for public libraries in Ohio; and
- (c) The libraries will work jointly to meet the needs of users in the present and in the future, with careful attention to population growth, circulation and particular requirements of different communities and neighborhoods.

This Agreement is executed by each of the libraries and the Budget Commission by their appropriately designated representatives for the purpose of effecting an agreed allocation and distribution of the Fund of the years 2018 through 2021. This Agreement shall be introduced into evidence at the Board of Tax Appeals without objection by any library or the Budget Commission when it is claimed that any library has attempted an appeal pursuant to Ohio Revised code 5705.37 or when it is claimed that the Budget Commission has failed to make an allocation and distribution of the Fund in accordance with the terms of this agreement. Any amendment to this Agreement must be made in writing and be signed by the libraries and the Cuyahoga County Budget Commission.

This Agreement may be executed in counterparts, each of which, when executed and delivered, shall be deemed an original, but such counterparts together shall constitute but one and the same instrument.

Signed and acknowledged:

CUYAHOGA COUNTY PUBLIC LIBRARY

By: _____
President, Board of Trustees

[Insert resolution duly adopted by Cuyahoga County Public Library Board of Trustees]

**CUYAHOGA COUNTY PUBLIC LIBRARY
RESOLUTION TO NEGOTIATE A CONSTRUCTION MANAGEMENT AT RISK
AGREEMENT IN CONNECTION WITH THE NEW CONSTRUCTION OF THE
BAY VILLAGE LIBRARY**

WHEREAS, the Cuyahoga County Public Library is a county library district and political subdivision of the State of Ohio organized under the Ohio Revised Code and this Board is a body politic organized and acting pursuant to relevant provisions of the Ohio Revised Code (ORC), including Sections 3375.22 and 3375.40 of the ORC; and,

WHEREAS, the Board of Trustees has determined that it is in the best interest of the Library and the residents it serves to build a new library in Bay Village; and,

WHEREAS, the Board of Trustees previously authorized the Executive Director, or designee, to advertise for proposals from Construction Management companies for the new construction of the Bay Village Library in accordance with the Request for Qualifications; and,

WHEREAS, the Library staff has ranked three (3) Construction Management at Risk companies under consideration for this work in accordance with the procedures and policies set forth in Chapter 153, ORC; and,

WHEREAS, this Board has determined that it is in the interest of the Library to proceed based on qualifications and best value to negotiate a Construction Management at Risk Agreement for the new construction of the Bay Village Library.

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF TRUSTEES OF CUYAHOGA COUNTY PUBLIC LIBRARY, STATE OF OHIO, THAT:

Section 1

The Board of Trustees has been advised that the rank of the three (3) Construction Management at Risk companies under consideration for this work is as follows:

1. Donley's Construction
2. Regency Construction
3. Panzica Construction

Section 2

That the Board of Trustees hereby approves the ranking and authorizes the Executive Director, or designee, to negotiate a contract for Construction Management at Risk Services following the procedures set forth in Chapter 153, ORC, wherein the Executive Director, or designee, will attempt to negotiate an agreement with the top ranked consultant, proceeding next to the second ranked consultant if an agreement is unable to be reached with the first ranked consultant.

Section 3

That upon negotiation of an agreement with the ranked consultant, in accordance with the procedures set forth in Chapter 153, ORC, the Executive Director will present that negotiated agreement to the Board of Trustees for final approval.

Section 4

It is found and determined that all formal actions of this Board concerning and relating to this legislation were adopted in an open meeting of this Board and that all deliberations of this Board or any of its committees that resulted in this formal action were meetings open to the public in compliance with all legal requirements, including relevant provisions of the Ohio Revised Code (ORC).

Approved April 30, 2019

X _____
Patricia A. Shlonsky, President

X _____
Dean E. DePiero, Secretary